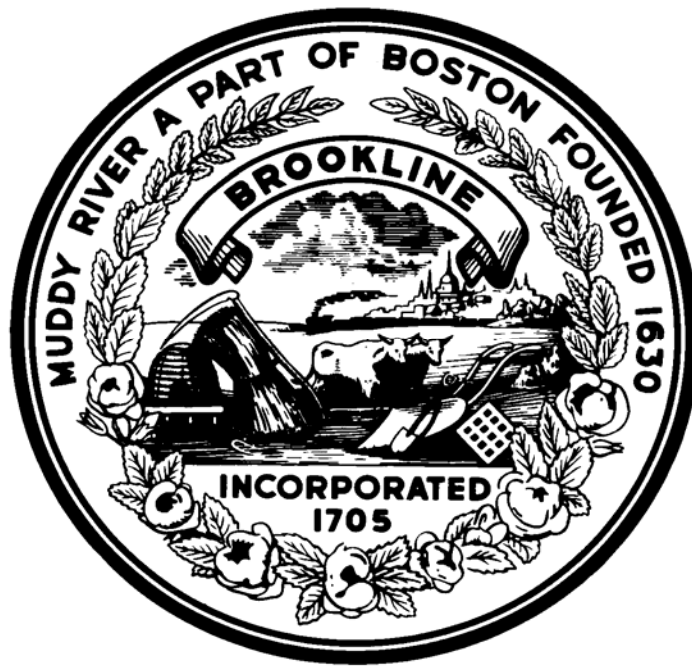


TOWN OF BROOKLINE MASSACHUSETTS



301th Annual Report of the
Town Officers of Brookline
for the year ending December 31, 2006

townofbrooklinemass.com

Table of Contents

Town Officers	3
Selectmen	9
Town Administrator	17
Town Moderator	25
Advisory Committee	26
Town Meeting	28
General Government	
Town Clerk.....	43
Registrars of Voters.....	45
Town Counsel.....	46
Human Resources.....	47
Public Safety	
Police Department.....	51
Fire Department.....	59
Building Department.....	61
Building Commission.....	65
Board of Examiners.....	66
Public Works	
Administration Division.....	67
Highway and Sanitation Division.....	70
Water and Sewer Division.....	74
Parks and Open Space Division.....	76
Engineering and Transportation Division.....	85
Recreation Department	92
Public Schools	95
Library	103
Planning and Community Development	107
Planning Division.....	108
Preservation Division.....	110
Housing Division.....	113
Community Development Block Grant (CDBG) Program.....	115
Board of Appeals.....	116
Economic Development Department.....	117
Housing Authority.....	119
Human Services	
Health Department.....	121
Human Relations – Youth Resources.....	128
Broadband Monitoring Committee.....	131
Council on Aging.....	133
Veterans.....	136
Americans with Disabilities Act Transition Team.....	138
Commission for the Disabled.....	139
Brookline Commission for the Arts.....	140
Brookline Commission for Women.....	141
Information Technology Department	142
Finance Department	147
Treasury Division.....	147
Comptroller's Division.....	149
Assessors Division.....	150
Purchasing Division.....	152
Retirement Board.....	153
Telephone Directory	155
Town Fact Sheet	156

TOWN OFFICERS For the Municipal Year 2006

Elected Town Offices and Committees

MODERATOR

Edward (Sandy) Gadsby

TOWN CLERK

Patrick J. Ward

BOARD OF SELECTMEN

Robert L. Allen, Jr. Chair (2009)
Gilbert R. Hoy, Jr. (2008)
Michael W. Merrill (2007)
Nancy A. Daly (2008)
Betsy DeWitt (2009)

TRUSTEES OF THE PUBLIC LIBRARY

Dennis Geller, Chair (2007)
Carol Axelrod (2009)
Michael A. Burstein (2007)
Vivien E. Goldman (2009)
Gary Jones (2008)
Paul Katz (2007)
Philip Kong (2009)
Karen Livingston (2008)
Jon Margolis (2008)
Jesse Mermell (2008)
Edith W. Sperber (2006)
Roberta Winitzer (2007)

SCHOOL COMMITTEE

Kevin E. Lang, Chair (2008)
Ira C. Chan (2009)
Helen Charlupski (2007)
Ruth L. Kaplan (2009)
Judy Meyers (2009)
Alan Morse (2008)
Susan L. Senator (2007)
Rebecca Stone (2008)
Henry B. Warren (2007)

BROOKLINE HOUSING AUTHORITY

David Trietsch, Chair (2008)
Michael Jacobs, Vice Chair (2011)
Roxanne Berman (2011)
Barbara B. Dugan (2010)
Barbara A. Sard (2009)

CONSTABLES

Robert L. Allen (2007)
Marvin A. Feinman (2007)
William A. Figler (2007)
Myrna Kahn (2007)
Stanley Rabinovitz (2007)

Appointed by the Moderator

ADVISORY COMMITTEE

Harry K. Bohrs, Chair (2007)
Neil Wishinsky, Vice Chair (2007)
Carla Benka (2007)
Michael Berger (2008)
Francis G. Caro (2007)
Kenneth W. Chin (2008)
L. Branch Harding IV (2007)
Sytske V. Humphrey (2008)
Janice S. Kahn (2008)
Estelle Katz (2009)
Frederick Lebow (2009)
Fred Levitan (2007)
Karen D. Lieff (2009)
Roger R. Lipson (2009)
Pamela Lodish (2008)
Sean M. Lynn-Jones (2007)
Shaari S. Mittel (2009)
Charles Moo (2009)
Roberta Ornstein (2007)
William B. Powell (2009)
Stanley L. Spiegel (2007)

Alexander Spingarn (2007)

Leonard A. Weiss (2008)

Don Weitzman (2007)

Karen Wenc (2009)

Christine M. Westphal (2009)

Robin Coyne - Budget Analyst

COMMITTEE ON TOWN

ORGANIZATION AND STRUCTURE

Jean D. Berg, Chair (2008)

Donna R. Kalikow (2008)

Richard T. Leary (2007)

Michael Robbins (2007)

Martin R. Rosenthal (2009)

Robert Sperber (2009)

Robert M. Stein (2007)

COMMITTEE ON CAMPAIGNS

Frank Farlow (2007)

Gary Jones (2007)

Jesse Mermell (2008)

Burt Nadler (2009)

Barbara Pastan (2009)

Senior Manager Appointments

BOARD OF SELECTMEN'S OFFICE

Richard J. Kelliher, Town Administrator
Sean Cronin, Deputy Town Administrator
Melissa Goff, Assistant Town Administrator

BUILDING DEPARTMENT

James Nickerson, Commissioner
Charles Simmons, Director of Public Buildings
Tony Guigli, Building Project Administrator

COUNCIL ON AGING

Ruthann Dobek, Director

FINANCE DEPARTMENT

Stephen E. Cirillo, Director of Finance/
Treasurer/Collector
George F. Moody, Chief Assessor
David Geanakakis, Chief Procurement Officer
Judith A. Haupin, Comptroller

TOWN LIBRARIAN

James C. Flaherty

PLANNING AND COMMUNITY DEVELOPMENT

Jeff Levine, Director
Joseph Viola, Assistant Director
Catherine Cagle, Economic Development Officer

POLICE DEPARTMENT

Daniel C. O'Leary, Chief of Police
Robert Mello, Superintendent of Police

PUBLIC WORKS DEPARTMENT

A. Thomas DeMaio, Commissioner
Andrew Pappastergion, Deputy
Commissioner/Director of Water and Sewer
Peter Ditto, Director of Engineering/Transportation
David Friend, Assistant Transportation Director
Erin Chute Gallentine, Director of Parks and Open Space
Lester Gerry, Director of Highway

INFORMATION TECHNOLOGY

Kevin Stokes, Chief Information Officer
Jon Snodgrass, Director of IT
Applications

FIRE DEPARTMENT

John Green, Fire Chief
Robert Moran, Chief of Operations

HEALTH AND HUMAN SERVICES

Dr. Alan Balsam, Director

HUMAN RELATIONS/YOUTH RESOURCES

C. Stephen Bressler, Director

HUMAN RESOURCES

Sandra DeBow, Director

RECREATION

Robert T. Lynch, Director

SUPERINTENDENT OF SCHOOLS

William H. Lupini

TOWN COUNSEL'S OFFICE

Jennifer Dopazo, Town Counsel
John Buchheit, Assoc. Town Counsel
George F. Driscoll, Assoc. Town Counsel
Joslin Ham-Murphy, Assoc. Town Counsel

VETERANS' SERVICES

William McGroarty, Director

Boards and Commissions Appointed by the Selectmen

ADVISORY COUNCIL ON PUBLIC HEALTH

Dr. J. Jacques Carter, Chair (2008)
Dr. Bruce Cohen (2007)
Roberta Gianfortoni (2009)
Milly Krakow (2009)
Cheryl Lefman (2007)
Patricia Maher (2008)

BOARD OF APPEALS

Diane Gordon, Chair (2008)
Bailey Silbert (2009)
Inid Starr (2007)

ASSOCIATE MEMBERS

Jess Geller (2009)
Lawrence E. Kaplan (2009)
Sara McCauley Sheldon (2008)

ASSOCIATE MEMBERS (cont'd)

Harry Miller (2007)
Murray Schocket (2009)

BOARD OF ASSESSORS

George Moody, Chair (2007)
Mark J. Mazur (2009)
Harold Peterson (2008)

BOARD OF EXAMINERS

Barnett Berliner (2008)
Fred Lebow (2009)
VACANCY (2007)

BROADBAND MONITORING COMMITTEE

Francine Berger, Chair
Michael Newman
Al Pisano
Michael S. Selib

BROOKLINE ACCESS TELEVISION

William Slotnick, Chair (2008)
Leor Brenman (2006)
William Davidson (2007)
Albert Davis (2008)
Jennifer Deaderick (2006)
Andrew M. Fischer (2008)
Gary Jones (2006)
Jodi Long (2008)
Dori Stern (2007)

BROOKLINE COMMISSION FOR THE ARTS

James Arzente
Sara Rosenfeld Dassell
Alan Fisch
Ava Geffen
Hilary Goldhammer
Gillian Jackson
Daphne Kalotay
Dione Langan
Liz Linder
Joanne Lukitsh
Omi Rajpal
Sybil Senters
Annie Short
Jane Stanhope
Brenda Sullivan

BROOKLINE COMMISSION FOR WOMEN

Casey Hatchett, Chair (2007)
Jamie Costello, Vice Chair (2008)
Sharman Andersen (2009)
Merry Arnold (2007)
Annette Florczak (2007)
Chris Chanyasulkit (2009)
Debbie Howerton (2009)
Alberta Grosssman Lipson (2009)
Sandra Lundy (2008)
Maura McAvoy (2008)
Susan Ross (2007)

BUILDING COMMISSION

Janet Fierman, Chair (2009)
George Cha (2009)
George Cole (2007)
David Pollack (2008)
Kenneth Kaplan (2007)

CELEBRATIONS COMMITTEE

Selectman Michael W. Merrill
Marge Amster
Ethan Brown
Annmarie Cedrone
Andrea Cilley
Polly Cornblath
A. Thomas DeMaio
Peter Ditto
Lester Gerry
Eli Gorock
Kelly Hardebeck
Robert Lynch
William McGroarty
Rita McNally
Chou Chou Merrill
Betty Moylan
James Nickerson
Captain John O'Leary
Captain Michael O'Reilly
William Riley
Melvin Ritter
Manika Srivastav
Herbert Taymor
Ben Vivanti
Joseph Walsh
Yvette Yelardy

COMMISSION FOR THE DISABLED

Robert Sneirson, Chair (2007)
Eileen Connell Berger (2009)
Robyn Dowling (2008)
Keith Duclos (2009)
Selectman Gilbert R. Hoy (2008)
Tim Kunzier (2008)
James Miczek (2008)
Melvin Ritter (2009)
Vacancy (2007)

CONSERVATION COMMISSION

Werner Lohe, Chair (2008)
Kate Bowditch (2009)
Anna Eleria (2009)
Gail McClelland Fenton (2007)
Adam Kahn (2008)
Randolph Micklejohn (2007)
Roberta Schnoor (2009)

ASSOCIATE MEMBERS

Marian Lazar

COUNCIL ON AGING

Agnes Rogers, Chair
Miriam Sargon, Vice-Chair
Eleanor Bart
Irvin Finn
Elizazbeth Kirsten
Bernice Rosenbaum
Shirley Radlo
Irvin Finn
Anatoly Rakin
Dorothy Wolfson
Sy Yesner

ASSOCIATE MEMBERS

Ruth Abrams
Gertrude Cohen
Ruth Golden
Lillian Christmas
Mary Lee Hood
Marjorie Diana Harvey
Helen Lew
Jean O'Rourke
Roberta Winitzer
Muriel Stark
Cyril Woolf
Doreen Vittori
Ben Levine
William Wong

ECONOMIC DEVELOPMENT ADVISORY BOARD

Robert I. Sperber, Co-Chair (2007)
Anne Meyers, Co-Chair (2009)
Mary Fifield (2008)
Susan Houston (2009)
Kenneth Lewis (2007)
Thomas Nally (2007)
Peter Norstrand (2008)
Steve Pratt Otto (2008)
Alden Raine (2009)
Paul Saner (2007)
James R. Shea, Jr. (2009)
Donald A. Warner, AIA (2007)

HOLOCAUST MEMORIAL COMMITTEE

Regina Barshak, Co-Chair
Leon Satenstein, Co-Chair
Barbara Helfgott-Hyett
Benjamin Jacobs
Mimi Krant
Reizel Polak
Joan Sax
Ronny Sydney
Benjamin Varon

HOUSING ADVISORY BOARD

Roger Blood, Chair (2009)
Steven Heiken - Planning Board Rep.
Michael Jacobs - Housing Authority Rep.

HOUSING ADVISORY BOARD (cont'd)

Rita McNally - Tenant Rep.
David P. Rockwell (2008)
Dan Rosen (2008)
Kathy Spiegleman (2007)

HUMAN RELATIONS/YOUTH RESOURCES COMMISSION

Dr. Edward Wang, Co-Chair (2007)
Marc Jones Co-Chair (2009)
Sandra Bakalar (2008)
Reverend George Chapman (2009)
Karen Fischer (2009)
David Tappan Heist (2008)
Rita McNally (2007)
Captain John O'Leary (2009)
Larry Onie (2008)
Agnes Rogers (2008)
Enid Shapiro (2009)
Karen Sutherland (2007)
Lena Wong (2007)

ASSOCIATE MEMBERS

Joy Dryfoos
Herb Goodwin
Ruth Kaplan
Kay O'Halloran
Paula Schneider

HUMAN RESOURCES BOARD

Frances Shedd-Fisher, Chair (2007)
Edward DeAngelo (2007)
Kenneth V. Kurnos (2008)
Jacqueline J. Young (2009)
Randall E. Ravitz (2009)

INFORMATION TECHNOLOGY ADVISORY COMMITTEE

Geoff Cohen, Chair (2007)
Susan Goldberg (2008)
Stephanie Leung (2007)
Chan MacVeagh (2009)
Ariel Soiffer (2007)

PARK AND RECREATION COMMISSION

John Bain, Chair (2007)
Clara Batchelor (2008)
James K. Carroll (2009)
Daniel Lyons (2008)
Nancy Madden (2007)
Nancy O'Connor (2008)
Robert Simmons (2009)

PLANNING BOARD

Kenneth M. Goldstein, Chair (2009)
Linda Hamlin (2008)
Stephen Heikin (2010)
Jerry I. Kampler (2011)
Mark J. Zarrillo (2007)

PRESERVATION COMMISSION

Sheri Flagler, Chair (2009)
James Batchelor (2008)
Wendy Ecker (2007)
Elton Elperin (2008)
Ashling Fingleton (2009)
George Garfinkle (2009)
Dr. Gary Gross (2007)

ALTERNATE MEMBERS:

Dennis DeWitt (2007)
Steven Kanes (2008)
Linda Leary (2009)
Emily Livingston (2007)

REGISTRARS OF VOTERS

Linda Golburgh (2009)
Emily Rabb Livingston (2008)
Andrew J. McIlwraith (2007)
Patrick J. Ward, Ex Officio

RETIREMENT BOARD

Gary Altman, Chair (2009)
Joseph P. Duffy (2008)
James Riley (2008)
Stephen E. Cirillo (2009)
Judith Haupin - Ex-Officio

SOLID WASTE ADVISORY COMMITTEE

Adam Mitchell, Chair (2007)
Felina Marie Mucha-Cyr (2007)
John Dempsey (2008)

SOLID WASTE ADVISORY COMMITTEE (cont'd)

Cynthia Snow (2007)
VACANCY (2009)
2 VACANCIES (2008)

TRANSPORTATION BOARD

Michael Sandman, Chair (2009)
Gustaaf Driessen (2007)
Peter Furth (2009)
Ronald Scharlack (2008)
Abigail Swaine (2008)
Pamela Zelnick (2007)

TREE PLANTING COMMITTEE

Hugh Mattison, Chair (2009)
Daniel John (2008)
Marjorie Greville (2008)

TRUSTEES OF WALNUT HILL CEMETERY

Abbe Cohen, Chair (2008)
Katharine Begien (2008)
Mary Harris (2009)
Donalda Hingston (2007)
Joslin Ham Murphy (2007)
Patricia Ostrander (2009)

NAMING COMMITTEE

John Bain
Carla Benka
Helen Charlupski
Wendy Ecker
Fred Lebow, Chair
Alan Morse (Alternate)

Miscellaneous Appointments

AGENT FOR MANAGEMENT OF REAL ESTATE

John T. Mulhane

CIVIL DEFENSE DIRECTOR

John Green

FENCE VIEWER

Peter Ditto

INSPECTOR OF ANIMALS

Robin Magner
Patrick Maloney

INSPECTOR OF PETROLEUM

John Green

INSPECTOR OF WIRES

Theodore Steverman

KEEPER OF THE LOCK-UP

Daniel C. O'Leary

**LOCAL MOTH SUPERINTENDENT OF
INSECT PEST CONTROL**

A. Thomas DeMaio

RIGHT TO KNOW COORDINATOR

Sandra DeBow

MEASURERS OF WOOD AND BARK

William McGroarty
George Carroll

BOARDS/COMMISSIONS APPOINTED BY THE BOARD OF SELECTMEN

Planning/ Development	Administration and Finance	Public Works	Cultural/ Leisure Services	Human Services
Board of Appeals	Board of Assessors	Conservation Commission	Broadband Monitoring Committee	Advisory Council on Public Health
Board of Examiners	Human Resources Board	Solid Waste Advisory Committee	Brookline Access Television	Commission for the Disabled
Building Commission	Registrars of Voters	Transportation Board	Celebrations Committee	Commission for Women
Economic Development Advisory Board	Retirement Board	Tree Planting Committee	Brookline Commission for the Arts	Council on Aging
Housing Advisory Board	Information Technology Advisory Committee	Trustees of Walnut Hills Cemetery	Park and Recreation Commission	Holocaust Memorial Committee
Planning Board	Brookline Naming Committee			Human Relations/ Youth Resources
Preservation Commission				

BOARD OF SELECTMEN ANNUAL REPORT



Town Administrator Richard Kelliher, Selectmen Gil Hoy, Betsy Dewitt, Michael Merrill, Nancy Daly and Chairman Robert Allen

On a crisp autumn afternoon on November 5, 2006, the Town dedicated the Kraft Family Athletic Facility at Harry Downes Field, introducing the first community owned synthetic playing surface for the children and student-athletes of this Town. The revitalization of this recreational asset is emblematic of what Brookline is all about – commitment for the public good, citizen generosity, strategic partnerships, and resourcefulness of the Town government. The project was supported by \$300,000 in local/federal funds; \$400,000 from the Kraft Family Foundation; and \$200,000 from the NFL Grant. The Brookline Community Foundation served as a conduit for the external funding and the newly established Town Naming Committee coordinated the approvals. The aerial photo of the Field graces the cover of the 2006 Annual Report not only because of its compelling reflection of the Muddy River Olmsted Park and the Longwood Area, but also because of what it so genuinely symbolizes about the Town of Brookline.

The year of 2006, unfortunately, also saw the continued emergence of financial realities that might well limit this community's future ability to engage in success stories like the Kraft Family Athletic Facility. On the following page is the Town's most recent Long Range Financial Projection initially released in December, 2006. Generally the outlook is for 2%-3% revenue increases coupled with 4%-5% expenditure increases between FY08 and FY12. The most severe shortfall ever projected in the history of Town financial forecasting is actually expected in the near term for FY09. That is the first year that the recently negotiated option to lengthen the school day at a cost estimated by the school administration at nearly \$2 million can be implemented. Of course, the main driver of structural shortfall for the long-term is the hyper-inflated growth of fixed costs of group health coverage, pensions, and most recently energy. As a result of this emerging picture. The Board closed the year by engaging in public discussion as to whether an override might need to be seriously considered as soon as FY09.

Throughout 2006 three general areas of activity required ongoing Board attention: Land Use and Quality of Life Regulatory Actions; Telecommunications Licensing and Development; and the Community Preservation Act.

Community Preservation Act

On November 7, 2006 Town voters rejected a ballot question calling for acceptance of the Community Preservation Act by a vote of 10,732 to 8,056. If approved, the CPA would have imposed a 3% property tax surcharge subject to income and residential exemptions with at least 50% of funds raised locally over the first six-years matched by state funds. All funds would have been used for open space, historic preservation, and affordable housing.

LONG RANGE FINANCIAL PLAN	<u>2008</u>	<u>2009</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>
REVENUE					
Property Taxes	134,994,153	140,052,976	145,240,124	150,553,427	155,924,875
Local Receipts	21,187,100	21,380,751	21,583,213	21,761,116	21,942,784
State Aid	18,326,854	18,644,391	18,962,367	19,280,792	19,599,677
Other Available Funds	8,233,729	7,127,236	7,188,550	7,251,609	7,278,754
Free Cash	3,814,792	3,750,000	3,750,000	3,750,000	3,750,000
TOTAL REVENUE	186,556,628	190,955,354	196,724,253	202,596,943	208,496,090
\$\$ Increase	3,646,273	4,398,726	5,768,899	5,872,690	5,899,147
% Increase	2.0%	2.4%	3.0%	3.0%	2.9%
EXPENDITURES					
Departmental	58,442,678	59,982,035	61,388,001	63,000,741	64,540,425
Collective Bargaining - Town	1,000,000	1,010,000	1,010,000	1,030,000	1,050,000
Schools	61,329,714	62,771,714	68,126,714	70,794,714	73,485,714
Collective Bargaining - School	0	3,910,000	1,170,000	1,190,000	1,220,000
Non-Departmental - Benefits	36,285,386	39,573,355	43,196,927	46,872,994	50,673,479
Non-Departmental - General	719,041	521,576	550,781	589,942	624,849
Non-Departmental - Debt Service	14,052,910	15,370,532	15,782,816	17,005,809	16,234,477
Non-Departmental - Reserve Fund	1,675,113	1,730,299	1,783,726	1,839,960	1,897,232
Special Appropriations	5,928,000	4,552,381	4,473,228	3,535,727	4,461,833
<u>Non-Appropriated</u>	<u>7,123,786</u>	<u>7,290,658</u>	<u>7,461,702</u>	<u>7,637,021</u>	<u>7,816,724</u>
TOTAL EXPENDITURES	186,556,629	196,712,552	204,943,894	213,496,909	222,004,732
\$\$ Increase	3,646,273	10,155,923	8,231,343	8,553,015	8,507,823
% Increase	2.0%	5.4%	4.2%	4.2%	4.0%
CUMULATIVE SURPLUS/(DEFICIT)					
DEFICIT AS A % OF OP REV	0.0%	-3.1%	-4.3%	-5.5%	-6.6%
Surplus / (Deficit) Prior to Collective Bargaining	2,520,000	(837,197)	(6,039,642)	(8,679,966)	(11,238,642)
Town Share of Surplus / (Deficit)	1,000,000	2,179	(706,104)	(1,564,409)	(1,432,085)
Town Collective Bargaining	1,000,000	1,010,000	1,010,000	1,030,000	1,050,000
Total Town Surplus / (Deficit)	0	(1,007,821)	(1,716,104)	(2,594,409)	(2,482,085)
School Share of Surplus / (Deficit)	1,520,000	(839,377)	(5,333,537)	(7,115,557)	(9,806,557)
School Collective Bargaining	1,520,000	3,910,000	1,170,000	1,190,000	1,220,000
Total School Surplus / (Deficit)	0	(4,749,377)	(6,503,537)	(8,305,557)	(11,026,557)

The CPA initiative got underway as a result of a petitioned article adopted by the 2005 Fall Special Town Meeting. The Article called for the establishment of a 13-member study committee. In accordance with the membership requirements imposed by Town Meeting, the Board convened the following Committee:

Nancy Daly	Selectman
Kevin Lang	School Committee
Michael Jacobs	Housing Authority
Neil Wishinsky	Advisory Committee
Stephen Heiken	Housing Advisory Board
James Carroll	Park & Recreation Commission
Peg Senturia	Preservation Commission
Paul Saner	EDAB
Linda Hamlin	Planning Board
Stephen Crosby	Citizen
Mark Manin	Citizen
Jay Gonzales	Citizen
Ruth Ellen Fitch	Citizen

The Committee worked very hard in order to complete its report for review by the Annual Town Meeting in May, 2006. By a 3-2 vote a majority of the Board voted to recommend a 2% surcharge for Town Meeting approval, as opposed to the Committee's 3% recommendation. Among other reasons for support, the majority expressed that the Town should not pass up for a second time (the CPA failed to gain Town Meeting endorsement in 2002) a chance for significant state funding to help with priority town concerns that would not be otherwise addressed to the extent that the CPA could provide. The minority expressed concerns about further increasing the property tax burden for these purposes, particularly in light of growing pressures on the operating budget. Ultimately, however, Town Meeting approved the 3% recommendation of the Committee, which ultimately was the question defeated at the polls in November.

Each member of the Board, whether with the majority or minority position, expressed appreciation for the work of the Committee. The report was comprehensive and included a number of creative recommendations to ensure that longstanding town interests in the CIP could be supported by the CPA. In the end, though, a majority of the voters opted for the status quo.

Land Use/Zoning

Several meetings of the Board during the first quarter of 2006 were dominated by Calendar items involving 1, 2, and 5 Brookline Place. 2 Brookline Place had been the subject of rezoning in 2004 as part of an economic development initiative fostered by the Town's Economic Development Advisory Board.

During the course of these meetings, the Board was able to work through significant adjustments in response to evolving circumstances since the zoning was changed. First and foremost, because the owner decided to sell the properties (not just 2 Brookline Place, which was rezoned, but the others as well) to the non-profit Children's Hospital, the Board placed a priority on finalizing agreements that would mandate tax payments on 2 Brookline Place regardless of ownership.

Second, the Board wanted to exact the best possible consideration for the Town from the required deed transfer of 1 Brookline Place parcel to the developer. Because of the Board's expeditious handling of this matter, the Town received an \$800,000 payment rather than the \$550,000 stipulated in the Ground Lease. The additional \$250,000 is earmarked for the Village Square Project. And finally, the Board took steps to ensure that emerging information concerning environmental remediation of soils conditions remained the responsibility of the developer. Ultimately, this was ensured in an agreement through which the developer remained obligated to clean the site under the review of a state approved licensed site professional retained by the Town.

Zoning Review Committee

Another action by the Board in 2006 to further address work initiated over the previous two years was to formalize the role of the Zoning Review Committee. Committee members included: Selectman Robert Allen,

Chair, Anthony Andreadis, Carla Benka, Paula Friedman, Kenneth Goldstein, Diane Gordon, Enid Starr, Philip Hresko, Jerry Kampler, Ponnie Katz, Sean Lynn-Jones, Merelice, William Powell, Paul Saner, Margeret Senturia, Roberta Schnoor, Myra Trachtenberg, Jonathan Wadleigh. This committee brings together the various participants in the land use process – Zoning Board of Appeals, Planning, Town Meeting Members, Board of Selectmen, Advisory Committee – to coordinate review of Zoning Amendments in a comprehensive fashion that had been lacking historically in the Town.

Coolidge Corner Planning

The Planning Board approved Interim Planning Overlay District (IPOD) Guidelines in January, 2006 in the aftermath of Town Meeting action to establish a Coolidge Corner IPOD. The Comprehensive Plan had recommended that district plans be established for the Town's major commercial/residential nodes. Several recommendations emerged from the IPOD process in the form of zoning amendments that were presented to the Fall 2006 Special Town Meeting. In order to allow adequate time to complete this work, Town Meeting extended the IPOD for another six months until June, 2007.

The District Planning Council (DPC), co-chaired by Selectman Bob Allen and Arlene Mattison of the Brookline Greenspace Alliance, consisted of representatives of Town Board and Commissions, local businesses and property owners, neighborhood groups, and Town Meeting Members from Precincts, 1,2,3,7,8,9,10 &11. In all, thirty-one citizens comprised the DPC membership. The DPC held monthly meetings to provide input and recommend policies for further exploration. The first meeting was held during various stages of the planning process to solicit public input as various subcomponents of the district plan were vetted.

Quality of Life Issues

The Board wants to take the opportunity to thank those individuals who have been willing over the past year and longer to serve the town on several committees, which are working on quality of life concerns for residents and businesses throughout the Town.

Noise By-Law Committee

The Board established this Committee in response to a petitioned article that initially sought to amend the noise by-law relative to non-electrical musical instruments. The Board determined that a more comprehensive review of the by-law and its application were in order and on June 20, 2006 appointed the Noise By-Law Review Committee. Under the Chairmanship of Selectmen Daly, this Committee met regularly during 2006. The committee members are:

Selectman Nancy Daly, Co-Chair
Fred Lebow, Co-Chair
Ruthann Sneider, Town Meeting Member
Fred Levitan, Town Meeting Member
Dr. Paula Friedman, Town Meeting Member
Steve Kanes, Town Meeting Member
Michael Siegel, Citizen
Superintendent Mello, Police Dept
Pat Maloney, Health Department
Jim Nickerson, Building Commissioner

Green Technology Committee

On July 18, 2006 the Board appointed a Green Technology Committee to review the Building Commission By-Law to determine how "green" objectives could be built into Town requirements for facilities projects. A petitioned article had been filed for the 2006 Annual Town Meeting that would have mandated specific procedures which the Board with the concurrence of Town Meeting warranted further study. The Green Technology Committee was established to conduct this analysis. The committee members are:

Gil Hoy
Janet Fierman
Henry Warren

Appointed by the Chair of the Board
Chair of the Building Commission
School Committee Appointee

David Pollak	Appointed by the Chair of the Building Commission
Michael Berger	Member of the Advisory Committee
Lawrence Fine	Citizen Representative
Emily Winn Johnson	Citizen Representative
Ira Krepchin	Citizen Representative
Wendy McTyre	Citizen Representative
Sergio Modigliani	Citizen Representative

Selectman Hoy was designated chairman of the committee. The group spent the summer and fall of 2006 engaged in a fact-finding effort that included presentations from Chris Schaffner of the U.S. Green Building Council (USGBC), Tyler Leeds from Massachusetts Technology Collaborative (MTC), and Building Department staff.

Graffiti Committee

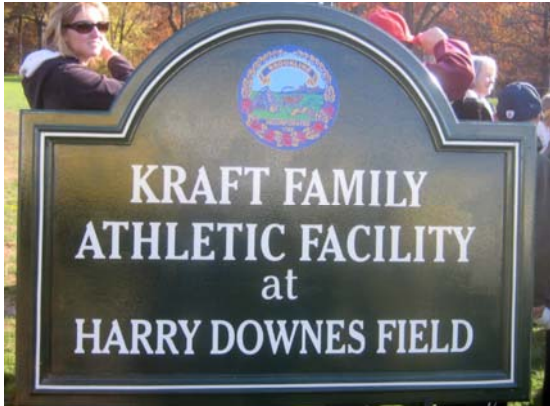
Also in response to a Town Meeting petitioned article, the Board established a Graffiti Committee. The Committee was appointed on October 17, 2006. Under the Chairmanship of Selectman Merrill it met on several occasions to formulate amendments to the Graffiti By-Law. Its members were:

Selectman Michael Merrill, Chairman
 Ray Wise, Citizen
 Karen Vought, Citizen
 Police Chief Daniel O'Leary
 Police Office James Reardon
 Joslin Murphy, Associate Town Counsel
 James Nickerson, Building Commissioner
 Walter White, Chief Building Inspector
 Thomas DeMaio, Commissioner of Public Works
 Edward Gilbert, Environmental Health Supervisor
 Marge Amster, Commercial Areas Coordinator
 Brian Cloonan, Executive Director BHA
 Alan Balsam, Director of Health and Community Services
 Lloyd Gellineau, Human Services Coordinator

Sign By-Law Committee

Prompted by concerns about MBTA plans to place advertising on newly installed shelters for trolley passengers, the Board on September 19, 2006, established a Sign By-Law Review Committee to recommend a town response to the T's plans and also conduct a general review of the Sign By-Law. Selectman DeWitt was designated chairperson. The Committee met regularly during 2006 and among other actions conveyed through Town Counsel a detailed response to the MBTA outlining short – and long-term actions for T plans. The committee members are:

Selectman Betsy DeWitt, Chair
 George Driscoll, Associate Town Counsel
 Polly Selkoe, Senior Planner
 Jim Nickerson, Building Commissioner
 Thomas DeMaio, Commissioner of Public Works
 Werner Lohe, Conservation
 George Garfinkle, Board of Appeals
 Linda Hamlin, Planning Board
 Pam Zelnick, Transportation Board
 Bob Kelly, Commercial Areas
 Murray Dewart, Citizen
 Richard Leary, Citizen



Naming Committee

On March 26, 2006 the Board established formal terms for the Naming Committee, which was established the prior year. As noted in the introduction of this report, the Committee played an instrumental role in the Harry Downes Field project. The Board greatly appreciates the work of this Committee and wishes to acknowledge its members:

Fred Lebow, Selectmen's Representative
Carla Benka – Advisory Committee
Wendy Ecker – Preservation Commission
John Bain – Park and Recreation Commission
Helen Charlupski – School Committee
Alan Morse – School Committee Alternate

Telecommunications Licensing and Development

On May 9, 2006 the Board of Selectmen voted to approve a ten-year cable license renewal for Comcast. This renewal included:

3% of revenue to Town
2% of revenue to Brookline Access Television
\$800,000 in additional PEG/Access benefits over the term of the license
\$500,000 in settlement for breaches to the previous license
Retention of senior discounts

This wide-ranging renewal resulted from the efforts of the Cable Coordinating Committee under the leadership of Selectman Gil Hoy as Chairman. The license renewal involved protracted negotiations over an extended period of time. The previous licenses had actually expired a year earlier in 2005 and the expiration itself preceded by many years of disputes and litigation over breaches alleged by the Town against Comcast. The members of the Cable Coordinating Committee are:

Selectman Gilbert Hoy, Chair
Peter Epstein, Special Counsel
Tom Belotti, BAT Executive Director
Melissa Goff, Assistant Town Administrator
George Driscoll, Associate Town Counsel
Stephen Bressler, Human Relations/Youth Resources Director
Kevin Stokes, Chief Information Officer
Francine Berger, Citizen
Richard Kelliher, Town Administrator

Wi-Fi Initiatives

In October, 2004, the Selectmen appointed members to a Wireless Committee, the charge of which was to investigate the wireless options that best suit the needs of the Town - - both residents and departments. The members of the Committee, which quickly became known as the "Wi-Fi Committee", were as follows:

Michael Merrill (Board of Selectmen)
Ira Chan (School Committee)
Neil Wishinsky (Advisory Committee)
Gregg Shapiro (TMM Prec. 3)
Geoff Cohen (TMM Prec. 11)
Janice Kahn (TMM Prec. 15)
Ariel Soiffer (Resident)
Sanford Goldfless (Resident)
Officer Scott Wilder (Police Dept.)
Kevin Stokes (Chief Information Officer)
Sean Cronin (Deputy Town Administrator)

After nearly two years of hard work and after a thorough procurement process, the Committee recommended on April 4, 2006 that the Town choose Galaxy Internet Services Inc. of Newton, MA as its recommended vendor. Then on October 3, 2006, the Selectmen executed a license agreement between the Town and Galaxy to provide border-to-border wireless broadband services throughout the Town. Referred to as Wi-Fi, wireless broadband is the only untethered access available that currently offers the speed necessary to satisfy the mobile individual.

The core agreement with Galaxy allows for the following arrangement:

- Galaxy will own and operate the network and, in exchange for the use of municipal assets (e.g., telephone poles), the Town will get free access to the network for various municipal applications.
- Galaxy will offer Wi-Fi services to our residents and businesses at prices that are expected to be cheaper than what they are currently paying.
- Galaxy will also allow other Wi-Fi providers to lease network space so they, too, can offer Wi-Fi to our residents and businesses.
- Brookline Village, Coolidge Corner, and Washington Square will become “hot-spots”, areas where people can access the wireless network at no charge, five parks will also become free “hot spots” and community rooms in 13 Brookline Housing Authority (public housing) facilities will be provided free internet access.

Town operations will realize significant benefits and budgetary savings via dedicated bandwidth that will be received as part of this agreement. Public Safety personnel and field staff will leverage the Wi-Fi network for real-time access to existing applications. Moreover, future applications will leverage the network to enable our mobile workforce to spend more time in the field and to create intelligent devices that can communicate back (e.g., parking meters) and allow for more efficient operations of key infrastructure within the Town. Residents will benefit from increased competition and choice in Internet access. Wi-Fi will be an additional broadband option, one that provides flexibility and mobility. The network will be open, thereby allowing for multiple wireless internet service providers to offer services to residents and businesses while using a shared network. Competition in offerings, service and pricing should provide a multitude of options and a true best value for the subscriber.

DAS Contract

On June 13, 2006 the Board voted to execute a lease with ClearLinx for the installation and operation of Distributive Antenna System (DAS) for South Brookline as an alternative to the Cell Tower proposals that had emerged in previous years. A lawsuit had been brought against the Town for the most recently proposed antenna installation to be located on private property.

The lease itself is for a base station to be located at the Municipal Service Center. As consideration for the base station lease and use of town-owned utility poles, ClearLinx will pay the town lease payment based on the number of wireless service providers that sign on to the network. The system will eliminate the need to erect any structural towers in South Brookline, which the community has vigorously objected to for years. Devices will be placed on utility poles to provide the cell phone coverage for the area. A community committee had worked with the Town on developing this alternative approach to a tower. Committee members were: Selectman Robert Allen; Josh Sofer; Janet Kahn; Geoff Cohen; Dorothy Baldini; Richard Wheeler; and Mary Duggan; staff members included – Kevin Stokes, Sean Cronin, Polly Selkoe and David Geanakakis.

Conclusion

Throughout the year the Board carried out the usual array of governance functions that occur in any year – personnel appointments, public safety promotions, resolutions to commemorate milestones, etc. Among some of the more noteworthy actions were:

School Committee Joint Convention

On January 10, 2006 the Board met in Joint Convention with the School Committee to fill the School Committee seat vacated by the resignation of Susan Senator. The Joint Convention is a procedure prescribed by state

statute. The Board and Committee interviewed nine candidates for this purpose. Andrew Skolar was chosen by the unanimous acclaim of the members of both bodies.

Request for Investigation

Under G.L.c 41, s23B a Board of Selectmen can conduct an investigation of any Town Department. Former Selectman Sher had requested that the Board conduct such an investigation relative to the filing of a pre-application for the funding of the Carlton Street Footbridge restoration project. On January 24, 2006 before an overflow crowd in the Hearing Room the Board voted 4-1 to reject the request.

Adoption of Policies

During the course of the year the Board adopted policies relative to the sale of property of less than \$5,000 in value and also adopted the state's Whistleblower Statute. After a public review of the matter in February, the Board voted unanimously on March 28, 2006 to approve "Procedures of Disposal of Supplies Valued Less than \$5,000". State statute defines the rules for disposal over \$5,000; this locally defined policy will dictate procedures for all transactions less than that amount. In December, 2006 the Board enacted an Anti-Retaliation Policy. This policy is patterned after G.L.c. 149 s. 185, and was mailed to the households of all Town employees several weeks after adoption.

St. Aidan's Settlement

On August 15, 2006 the Board voted 3-0-1 to approve a settlement of the litigation that had been initiated against the St. Aidan's project. The settlement entailed certain modifications to the site plans and re-affirmation of assurances that had been previously provided through easements and other requirements. There was no Town financial obligation as part of the settlement. In addition, though, the Board also voted to release a \$625,000 payment to the Planning Office for Urban Affairs, which had previously been authorized as part of approval of Housing Trust funds to support this project.

SBA Appeal

On March 28, 2006 the Board voted unanimously to appeal the initial findings of the state School Building Authority (SBA) relative to their initial determination for reimbursement of costs for the Lawrence School renovation project. The Board was informed in July that the appeal resulted in an additional \$490,000 in project reimbursements for a total of \$9,807,192. While this amount was less than what was originally sought, it justified the time and effort involved in pursuing the appeal process.

Town Administrator Re-Appointment

By a vote of 4-0-1 on January 29, 2006 the Board voted to reappoint Town Administrator Richard Kelliher to a three-year term effective July 1, 2006. Selectmen commended the Town Administrator for his stewardship of town finances along with maintaining collaborative relationships with various town bodies like the School Committee. The Chairman noted the Town Administrator's effective work as President of the Massachusetts Municipal Association. He cited, in particular, the complete lack of any indication that management of town affairs had lessened in any way while he tended to his MMA statewide duties.

Finally, the board welcomed newly elected member Betsy DeWitt at its organizational meeting on May 9, 2006 and also congratulated Selectmen Allen on his re-election. Newly elected Selectman DeWitt replaced Michael Sher who did not seek re-election after serving one term. The Board recognized the service of Selectman Sher at his last meeting on April 25, 2006. Selectman Allen was unanimously chosen Chairman for the third consecutive year.

TOWN ADMINISTRATOR

Richard J. Kelliher



**Town Administrator Accepts 1st Place Award for 2005
Annual Town Report from Municipal Association Officers**

The Town's financial condition in 2006 could be characterized as being in a state of precarious stability. After the budget cutbacks of FY03 and 04 resulting from reductions in local aid, the FY07 Annual Financial Plan continued a third consecutive year of maintenance-of-effort budgeting. While once again Brookline was able to stave off the kind of wholesale service retrenchment experienced by many other communities, the lack of adequate growth in sustainable revenue remains an ongoing source of concern. For example, when adjusted for inflation local aid is still 21% below FY02 levels. The Town Administrator's FY07 Budget Message concluded with the observation that:

"It appears that a sea of change is ahead for municipal government. There is no reason to expect growth in municipal budgets to be any greater than historical trends (1% annually on a per capita basis when adjusted for inflation). There is little margin to absorb the impacts of unrelenting double-digit group health increases plus colossal unfunded post-retirement benefit obligations."

As shown in the most recent Long Range Financial Projections (p.L) the outlook into FY09 is quite troubling. The largest single year deficit ever forecast in the Town's history of financial projections is anticipated for that year. During 2006 several initiatives were undertaken in anticipation of these potentially difficult circumstances. These initiatives attempted to address some of our most pressing concerns in-group health, energy, and retirement costs.

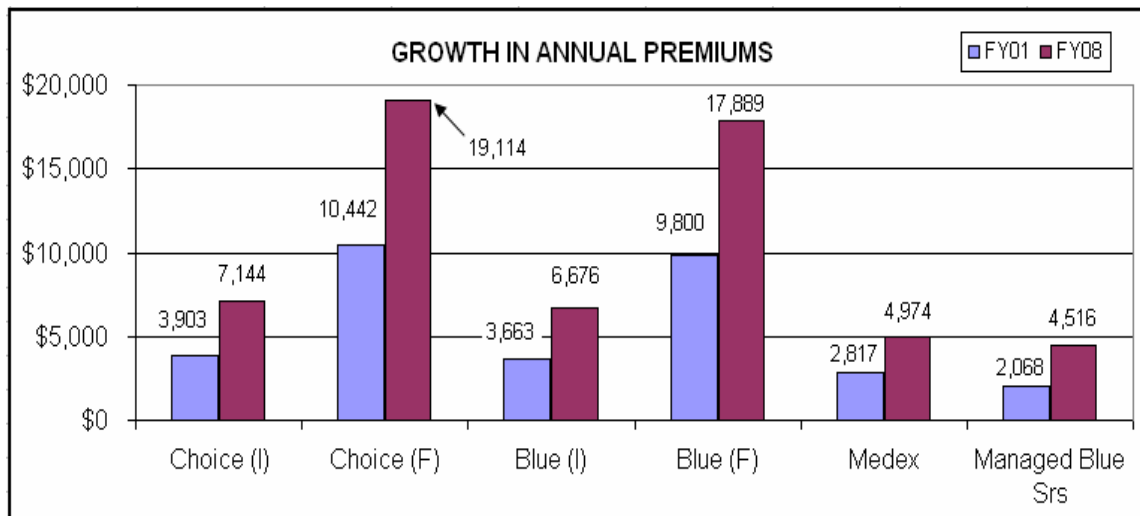
GROUP HEALTH

Current Conditions

Because of double-digit rate increases over the past five years group health costs have increased 150% since FY00. Health insurance now consumes 12.5% of the operating budget vs. 6% in FY00. The total annual premium cost of our family plan will soon exceed \$19,000.

As pressing as conditions are for Brookline, they have been even worse in many other communities. Over the years Brookline has taken steps to control this budget buster. The Town's premium contributions for all plans are 75%, compared to 80% or more by most metropolitan area communities. In 1995 the Town moved to an all managed care format while many other municipalities still retain some form of the more traditional and expensive indemnity coverage. All Brookline Medicare-eligible retirees are required to enroll for Medicare

coverage. Approximately 50% of other communities do not require this. And, in 2004 the town switched to a single insurer avoiding approximately \$1 million in cost increases that year. All of these and other initiatives have resulted in Brookline's health costs growing about 1/3 less than that of the statewide municipal average. Unfortunately, despite the comparative advantages here, group health continues to erode Town budget capacity.



State Initiative

In February, 2006 I joined a task force of municipal and union officials attempting to craft a mutually acceptable approach to allowing localities to join the state Group Insurance Commission (GIC). The task force had been convened by Sovereign Bank Chairman John Hamill who presided over a 2005 study documenting the untenable condition of municipal finances generally. The other municipal participants were senior staff of the Mayor Menino administration, the Mayors of Revere and Northampton and the City Manager of Chelsea. Ultimately this group, including most municipal unions, working with the leadership of the GIC, crafted a legislative proposal that would enable municipal participation in Group I of the GIC through a negotiating process called Coalition Bargaining. Over 100 legislators signed the bill when filed and the Governor included it in his Municipal Partnership Act. However, because of the administrative and political complexity of the legislation filed in early 2007, it is expected that very few localities could opt into the GIC prior to July 1, 2009, even if the legislature were to enact this bill by the summer of 2007.

Local Initiative

Recognizing the remote nature of the potential benefit of the GIC, the Town requested proposals from the state's largest insurers during the summer of 2006 to redesign the schedule of benefits in the Town's plans. Depending upon the mix of changes adopted, premium savings exceeding \$2 million could result. In August 2006, the Board of Selectmen authorized continued negotiations with Blue Cross Blue Shield over its proposal.

The Town then devised from the BCBS option a GIC look-alike plan design that ultimately could save \$1.9 million in premiums with about \$1.4 million in Town budget savings and nearly \$500,000 in employee premium withholding savings.

	<u>CURRENT</u>	<u>PROPOSED</u>	<u>SAVINGS</u>
Office Visits	\$ 5	\$15	\$496,099
Emergency Room	\$25	\$50	\$ 22,550
Prescriptions	\$5, \$10	\$10, \$20, \$45 (2 months co-pay)	\$631,399
Outpatient Surgery	N/A	\$75/procedure	\$248,049
In-patient Admission	N/A	\$500	\$473,549

In response to union insistence upon coalition bargaining, the Board of Selectmen agreed to this form of negotiation for a 90-day period with the objective of achieving at least \$1 million in Town group health budget savings as part of a FY2008 Budget Mitigation Plan. Only through deliberate steps such as these can the Town hope to avoid continued double-digit group health rate increases.

ENERGY CONSERVATION

Recent Conditions

By 2006 the cost of energy had become the newest budget-buster for local government. The cost of energy supplies had grown nearly \$1.9 million during FY05 and 06 combined, making the cost of energy the town's fourth largest cost center behind education, public safety and public works. Over the last two years the prices for heating oil, natural gas, and vehicle fuels had run-ups ranging from 50% to 80%. In July of 2006 electricity costs nearly doubled. The combined effects of group health and energy costs are illustrated below. Together they have consumed more than the entirety of the Town's 2 ½% annual tax levy increase.

	<u>FY06</u>	<u>FY07</u>	<u>FY08</u>	<u>TOTAL</u>
Growth in Personnel Benefits	1,572,983	3,184,431	4,127,268	8,884,682
Growth in Utilities	1,108,531	1,223,180	(328,534)	2,003,177
Total	2,681,514	4,407,611	3,798,734	10,887,858
2.5% Growth in Prop. Tax Levy	2,954,709	3,084,730	3,211,590	9,251,030
Growth in Bene's and Utilities as a % of 2.5% Growth in Property Tax Levy	90.8%	142.9%	118.3%	117.7%

Electric Power Contract

One of the strategies for buffering the town budget from fluctuation in energy costs has been entering into long-term contracts for energy supply. The most extensive experience in this regard has been with the electric power for which the Town contracted for five years between 1998 and 2003; three years between 2003 and 2006; and now for another five years between 2006-2011. With the previous long-term contracts there have been considerable savings during the contract term, but then a significant true-up at each contract transition reflecting the reality of ever increasing market conditions.

The Town's first electric power contract price in the immediate aftermath of deregulation was about 3¢/kwh. In the second contract it moved to 5.6¢/kwh. In the most recent contract the base power supply price jumped again to 10.05¢/kwh with an all-in cost of 10.816¢/kwh including 1% in green certificates, congestion, and capacity pass-throughs. Despite the more recent jump, the contract price remains lower than the utility supply rate of 12.4¢/kwh. Every penny of electric power rates equals approximately \$170,000.

Only time will tell whether the stability provided in this new five-year agreement will be accompanied by continued cost avoidance. That will depend upon market conditions over time. However, even if the outcome is a break-even proposition over the contract term, the predictability factor alone will have brought considerable stability to the overall budget process.

Interdepartmental Energy Task Force

In an effort to monitor and control energy consumption the Energy Task Force, an interdepartmental group which includes representatives from the Building Department, DPW, Purchasing, and Schools, meets on a regular basis to review consumption data for all Town and School buildings and to provide recommendations on

ways to reduce consumption, with a focus on energy efficiency measures. Additionally, a sub-committee was formed to examine the Town's vehicle policy and to make recommendations on appropriate vehicle models and replacement terms. The Energy Task Force recommended temperature setting adjustments for all Town and School buildings during the summer of 2006 that contributed to a 12% decline in KWH usage over the previous year and a 4% decline from the average usage going back to 2000. Additional recommendations were made for the winter settings which will be evaluated at the end of the season. The group also met with the Utility Committee to discuss some of the retrofit programs and additional conservation measures currently underway and to solicit feedback on other efforts to reduce energy consumption.

RETIREMENT COSTS

Current Conditions

In early 2006 the Retirement Board reported that pension costs for the Town operating budget could increase as much as \$2 million for FY08. This level of increase far exceeds the average increase of \$300,000 - \$400,000 over the past several years. This upsurge was due to the pension system's unfunded liability growing as a result of previous market downturns and growth in disability benefits.

The Retirement Board has some flexibility in the assumptions used to calculate the annual payment. Adjustments were made to the target date for full funding, moving the schedule from 2023 to 2026. In addition, the annual budget increase was raised from 3.75% to 4%. These changes reduced the anticipated increase to \$1.15 million.

One of the key assumptions in the calculation, the rate of return on investments, was not changed. The Retirement Board currently assumes a rate of return on investment of 8.25%. The rate of return for 2006 was 14.1% while the five-year average was 9.72%. The Retirement Fund increased by more than \$20 million last year. The Retirement Fund is 70% funded, based upon market value of assets held as of December 31, 2006. The increase in the funded portion is driven by the five-year rate of return being greater than the assumed rate of return.

Pension Obligation Bonds

The Town convened a Committee to review the possibility of utilizing Pension Obligation Bonds to fully fund the pension obligation. In reality, this would replace a large portion of the annual cost of Contributory Retirement with an annual debt service cost. Assuming various assumptions on rate of return, the Town could experience an overall cost savings of \$17 million to \$30 million. There was risk involved in this proposal if the market would experience a few continuous years of rates of return less than the rate of debt service. The Committee recommended that this technique could be used under certain conditions and in a limited manner. Unfortunately, both interest rates on borrowing and the overall level of the financial markets have risen, making the positive aspects of the bond less likely at this time.

Members of the Pension Obligation Committee were:

Michael Sher	Selectman
Harry Bohrs	Advisory Committee Chairman
Len Weiss	Advisory Committee
David Cotney	Advisory Committee
Alan Morse	School Committee
Chet Riley	Chairman of Retirement Board
Paul Healy	Professor at the Harvard Business School
Lloyd Dahmen	Managing Member Alphametrics Capital Fund
Philip Sher	Private Wealth Manager

Unfunded Post Employment Benefits

Another unfunded post employment benefit is looming larger for the town. The Government Accounting Standards Board (GASB) recently adopted standards on how governments treat the cost of other post employment benefits (OPEBS). GASB #45 requires that each government entity complete an actuary analysis to determine the future cost of health insurance benefits to retirees. GASB allows the government to calculate

the unfunded liability in a different manner if the funds are controlled by an autonomous board, outside of the control of the government. If an independent board controls the funds, the calculation of liability is based upon the rate of return found in the stock market, approximately 8.25%. If the Town controls the funds, the rate of return is based upon interest rates of money market bank accounts, approximately 5.25%.

The Town of Brookline completed its actuary analysis and determined that the post employment health insurance liability is \$320 million, assuming that that Town controls the funds, and \$207 million if the funds were to be turned over to an independent board. As there is currently no requirement for funding this future obligation, the Town is reviewing its options on control and investment strategies. It is anticipated that there will be increasing pressure on all governmental entities over time to actually provide funding to address this liability.

SENIOR MANAGEMENT TEAM

Compensation Plan

Even in tight budgetary conditions, it is important to maintain compensation levels that are competitive in the municipal environment. The Town's ability to attract and retain effective leadership is directly related to its compensation program.

In June, 2006 I reported to the Board that indications had been emerging causing concern about the comparability of our current compensation plan. We had lost some senior managers to higher paying jurisdictions; at least 2/3 of senior staff will be at maximum pay by July 1, 2007; and questions had recently arisen regarding lack of workers compensation and disability coverage.

As a result in August, 2006 the Board authorized the retention of the MMA Consulting Group for a third party review and recommendations concerning the Department Head/Senior Management Pay Plan. Assisting me with the conduct of this study was a Department Head Advisory Group of:

Tom DeMaio, DPW Commissioner
Chuck Flaherty, Library Director
Judy Haupin, Comptroller
Bob Lynch, Recreation Director
George Moody, Chief Assessor
Jim Nickerson, Building Commissioner
Daniel O'Leary, Police Chief
Pat Ward, Town Clerk

An RFP was distributed to ten consulting firms and publicly published. Formal proposals were received and reviewed according to the requirements of G.L. ch. 30B.

The consultant reported his findings to the Board of Selectmen in January, 2007. Principal among them were:

- A general revision of the pay plan was not recommended.
- Four positions were recommended for upgrades.
- Disability coverage equivalent to that already available to senior school administrators should be provided.
- Policies for supplemental vacation leave and vacation buy-back should be updated.
- Workers compensation coverage should be made available.
- Four positions were recommended to be transferred onto the Mid-Management Pay Plan upon vacancy.

As a result of this study, the final salary and classification for Department Heads and Senior Administrators will be:

Department Head Pay Plan

Position	Grade	Current Minimum	Current Maximum
Town Administrator	D10	128,424	151,289
Chief of Police	D9	112,662	132,710
Commissioner of Public Works	D9	112,662	132,710
Chief of Fire	D9	112,662	132,710
Director of Finance/Treasurer	D8	105,291	124,028
Town Counsel	D8	105,291	124,028
Deputy Town Administrator	D8	105,291	124,028
Chief Information Officer	D8	105,291	124,028
Building Commissioner	D7	97,492	114,840
DPW Deputy Comm./Director of Water & Sewer	D7	97,492	114,840
Superintendent of Police	D7	97,492	114,840
Chief of Operations - Fire	D7	97,492	114,840
Director of Planning & Community Development	D7	97,492	114,840
Library Director	D6	90,270	106,334
Director of Public Health & Human Services	D6	90,270	106,334
Director of Engineering/Transportation	D6	90,270	106,334
Human Resources Director	D6	90,270	106,334
Chief Assessor	D5	83,584	98,457
Director of Highway/Sanitation	D5	83,584	98,457
Comptroller	D5	83,584	98,457
Director of Recreation	D5	83,584	98,457
Town Clerk	D4*	76,682	90,328
Associate Town Counsel II	D5	83,584	98,457
Director of Parks and Open Space	D5	83,584	98,457
Chief Procurement Officer	D5	83,584	98,457
Director of Human Relations Youth Resources	D4	76,682	90,328
Building Project Administrator	D4	76,682	92,950
Assistant Director of Transportation	D4	76,682	90,328
Economic Development Officer	D4	76,682	90,328
Director of Public Buildings	D4	76,682	90,328
Director of Council on Aging	D4	76,682	90,328
Associate Town Counsel	D4	76,682	90,328
Assistant Town Administrator	D2	63,374	74,651

* Does not include additional stipend(s) for Board of Appeals and Board of Registrars duties.

Staff Changes

As is the case every year, 2006 was no different with regard to turnover in positions and the evolution of the overall management group. The Town has been blessed historically with an effective team of managers and the changes that occurred in 2006 are no exception to this longstanding condition.

Fire Department Chief of Operations

On April 11, 2006 the Board appointed Deputy Fire Chief Robert Moran as the first Chief Operating Officer for the Brookline Fire Department. This new position is the result of ongoing efforts to upgrade the administrative structure of public safety departments. This position is the first fire command position other than Fire Chief to be a non-union position. This provides much needed managerial support for the Chief of Department in personnel matters, collective bargaining and even in continuity of command in the absence of the Chief.

Chief Moran is a 35-year veteran of the Brookline Fire Department. He has served in leadership roles in suppression, prevention, and training. He is a graduate of UMass Boston and has had specialized training in hazardous material incidents and is a certified EMT. Chief Moran resides in Walpole and has 4 children and 8 grandchildren.



Deputy Fire Chief Robert Moran



**Human Resources Director
Sandra DeBow**

Human Resources Director

On August 14, 2006 the Board appointed Sandra DeBow as Human Resources Director. Ms. DeBow had most recently worked for eight years as the Deputy Director of Labor Relations for the Boston Police Department. She was appointed after an extensive recruitment and screening process that extended over the prior year. The Screening Committee members advising the Town Administrator on this appointment were:

Selectman	Robert Allen
Interim Human Resource Director	Stephen Barrasso
Human Resource Board	Ken Kurnos
Human Resource Board	Jacqueline Young
Human Resource Board	Ed DeAngelo
State Civil Rights Director	Dean Denniston
BI Deaconess VP HR Resources	Lisa Zankman

Ms. DeBow is a graduate of Boston University. She is an attorney and earned her JD from Suffolk Law School. She lives in Jamaica Plain where she resides with her husband and two children.

Assistant Town Administrator

Also, on August 14, 2006 the Board of Selectmen appointed Melissa Goff as Assistant Town Administrator. Melissa emerged as an exceptionally well qualified finalist from an impressive pool of candidates. She joins the Town after working 7 years for the City of Boston in a variety of capacities. Her most recent five years there were as a Budget Analyst with responsibility for DPW and other operating budgets. She also brings a demonstrated track record in applying information technology to management settings. She is a graduate of Stonehill College, has earned an MPA from Northeastern University, and continues to live in the City of Boston.



**Assistant Town Administrator
Melissa Goff**

CONCLUSION

In September 2006 I was recognized by the International City/County Managers Association for 30 years of significant contributions and achievements in the advancement of local government administration. This is a milestone for which I am deeply honored. Much more important in 2006, though, was my reappointment as Town Administrator by the Board of Selectmen on January 31, 2006. I continue to be extremely grateful for the opportunity to work for the Town of Brookline in this capacity.

The 4-0-1 vote by the Board represented the first time in my tenure here that there was less than a fully unanimous vote for my appointment. This was in my opinion a reflection of a particularly difficult period in what otherwise has been a strong history of constructive relationships between individual Selectmen and the Town Administration.

I am firmly of the belief that the senior management group in the Town of Brookline is as capable as any in the State. I am even more convinced of this in the aftermath of the events that preceded my reappointment vote. There are many blessings to count as Town Administrator for the Town of Brookline, but perhaps the greatest blessing of them all are found in the women and men with whom I work every day. I am privileged to have them as colleagues.

Finally special thanks to the Selectmen's Office Staff. Patty Parks, Brenda Costello, Kate McGillvray, and Sile Hurrie make this office what it is. They are considerate of the public, competent in their duties and committed to the Town. All of us are very fortunate to have them.

TOWN MODERATOR

Edward (Sandy) Gadsby

This report will focus primarily on the highlights of our two 2006 Town Meetings.

The principal business completed at the Annual Town Meeting in May consisted of the adoption of a \$181 million budget for fiscal year 2007 and, by a 128 - 101 roll call vote, the approval of the submission to the voters-at-large of a 3% property surtax under the Community Preservation Act (CPA). Town Meeting also approved a recommendation that the U.S. President be censured.

As a testament to the diligence of Town Meeting Members (TMMs), or at least their interest in the CPA issue, more than 93% of all TMMs were present for the debate and vote on that matter. It is also worth noting that, during the course of the entire Annual Town Meeting no less than 100 TMMs, excluding members of the Board of Selectmen and Advisory Committee, addressed the meeting. So this Town Meeting, as is typically the case, was not only well attended but also involved a high degree of TMM participation.

The Fall Town Meeting was predominated by regulatory issues, notably a complete restatement of the demolition by-law, controversial issues relating to lodging houses and two- and three-family homes, and the extension of the Coolidge Corner overlay district to give its appointed committee an opportunity to complete its work on zoning and other issues affecting the Coolidge Corner area. The issue that perhaps generated the most interest was a proposal of the Moderator's Committee on Campaign Finance, a result of almost three years of meetings and deliberations, recommendations included reporting requirements and campaign contribution limits for Selectmen campaigns. The reporting requirements were approved by Town Meeting. There was substantial opposition to the imposition of municipal limitations on campaign contributions and these proposals were defeated. The thoughtful recommendations of this Moderator's Committee, chaired by Randy Ravitz, were in the finest traditions of such committees.

One other potentially troublesome article came before the Fall Town Meeting, under which the Pledge of Allegiance would have been made a formal part of Town Meeting proceedings. The compromise that had been in place for many years, under which the Pledge occurs approximately 15 minutes before the commencement of Town Meeting, would have been repealed. To the relief of many who suffered through the bitter battles of the 1980's over this issue, the petitioner did not press his proposal and, while the relevant by-law was amended, no material change in existing procedures resulted.

Two other Moderator's Committees, one studying the relationship of the Town to Norfolk County and the other considering alternative voting procedures for Town Meeting, continue their deliberations. We expect final reports from each of them during 2007.

It is also worth mention that I spent many hours during the year on a new edition of the *Town Meeting Handbook*, which now includes a much expanded discussion of the participants in and procedures of Town Meeting as well as new sections on referenda and overrides and guidelines for candidates for Town Meeting.

As always, I express my great appreciation and that of the Town to the Committee on Town Organization and Structure, chaired by Jean Berg, and the Advisory Committee, under the able leadership of its chairman Harry Bohrs and vice chair Neil Wishinsky.

ADVISORY COMMITTEE

Harry K. Bohrs, Chair

Organization and Function

Massachusetts General Laws, Chapter 39, Section 16 states that “every town whose valuation for the purpose of apportioning state tax exceeds one million dollars shall, and any other town may, by bylaw provide for the election or the appointment and duties of appropriation, advisory or finance committees, who shall consider any or all municipal questions....”

The Brookline Advisory Committee, in accordance with Town bylaws, shall consist of not fewer than 20 nor more than 30 established registered voters of the Town. At least one elected Town Meeting member is appointed from each of the sixteen precincts, plus up to eight additional Town Meeting members and up to six members-at-large. This makes the Brookline Advisory Committee one of the largest of such committees in the Commonwealth. The Brookline Advisory Committee is somewhat unique in that it functions not only as a Finance Committee, but also as an Advisory Committee. As such, it advises the Town through its recommendations to Town Meeting on all matters ranging from Town finances and re-zoning to capital projects and collective bargaining in order to meet the specific needs of the community. The Advisory Committee reports to Town Meeting with its written recommendations on such matters in the printed warrant that is mailed to all Town Meeting members. The Advisory Committee is the only authority that may approve transfers from the Reserve Fund, which is established to deal with unforeseen or emergency expenditures.

The Chair of the Advisory Committee appoints each member to serve on a subcommittee, working closely with members to determine which subcommittee will best suit their background and interest. The Chair selects a member from each subcommittee to serve as its Chair.

Below is a listing of current subcommittees with the areas to which each is responsible and its Chair:

ADMINISTRATION AND FINANCE: Advisory Committee, Conditions of Appropriation, Debt and Interest, Finance, Information Technology, Selectmen, Town Clerk, and Unclassified. (Chaired by Stanley L. Spiegel)

CAPITAL: Building, Capital Improvements Program, Public Works, and Recreation. (Chaired by Charles Moo)

HUMAN SERVICES: Council on Aging, Health, Human Relations-Youth Resources, Library, and Veterans' Services. (Chaired by Estelle Katz)

PERSONNEL: Collective Bargaining, Human Resources, and Personnel Benefits. (Chaired by Kenneth Chin)

PLANNING AND REGULATION: Economic Development, Legal Services, Planning and Community Development, Zoning. (Chaired by William Powell)

PUBLIC SAFETY: Police and Fire. (Chaired by Harry Bohrs)

SCHOOLS: (Chaired by Sean Lynn-Jones)

2006 Issues

In 2006, the Advisory Committee considered a broad array of financial and other issues on behalf of Town Meeting. The Advisory Committee met 32 times to prepare its recommendations for the Annual Town Meeting and the Special Town Meetings. In addition, the subcommittees met 56 times to hold public hearings, which enabled both supporters and opponents of various issues to express their views. The subcommittees reported to the full Advisory Committee to allow the Advisory Committee to fully take into account public sentiment in its final decision making process.

The Advisory Committee spent approximately three months crafting its version of the Town's \$183 million budget. From mid-February through mid-May, the full Committee met twice a week to hear and discuss subcommittee recommendations. The Committee listened to the requests and concerns of boards and commissions, Town officials and citizens, balanced these views, and prepared and submitted to Town Meeting a detailed budget recommendation in the form of the Annual Appropriation article.

During 2006 the Advisory Committee prepared and presented to Town Meeting comprehensive reports on a number of complicated warrant articles. Topics included pension obligation bonds, wireless telecommunication services, the Community Preservation Act, "Green" technology, focused residence picketing, wetlands protection, a variety of zoning issues, and collective bargaining agreements.

Members served on a number of special committees including a committee established by the Moderator to study and develop recommendations on the town's participation in Norfolk County. Members of the Advisory Committee actively participated on committees appointed by the Board of Selectmen to develop recommendations on the Zoning By-Law, Utilities, a Naming Policy, Pension Obligation Bonds, the Noise By-Law, and "Green" technology. Members also served on several standing Town committees including the Labor Advisory, Town/School Partnership, and Audit Committees.

Membership

Harry Bohrs was unanimously re-elected to serve as the Chairman of the Committee and Neil Wishinsky was unanimously re-elected to serve as Vice Chairman.

With great regret, we accepted the resignations of David Cotney, Marcia Heist and Ronny Sydney. We extend our warm thanks for their dedicated and able service to the Advisory Committee and wish them well.

We welcomed new members Fred Levitan, Roberta Ornstein and Alexandra Spingarn. In just a short time, these new members have made a valuable contribution to the Committee.

The Advisory Committee will continue to work diligently on behalf of Town Meeting to carefully consider all matters that will impact the Town and make recommendations it considers to be in the best interest of the Town and all of its residents.



Advisory Committee

TOWN MEETING

Summary of Actions Taken Annual Town Meeting May 23, 2006

ARTICLE ONE

Appointment of Measurers of Wood and Bark. (Selectmen) A motion of Favorable Action, to establish the number of Measurers of Wood and Bark be two, to be appointed by the Selectmen, was passed by a Counted Vote of 165 In Favor and 1 Opposed.

ARTICLE TWO

Approval of Collective Bargaining Agreements. (Human Resources) A motion of No Action was passed by a Unanimous Vote.

ARTICLE THREE

Annual Authorization of Compensating Balance Agreements. (Treasurer/Collector) A motion of Favorable Action, to authorize the Town Treasurer to enter into Compensating Balance Agreements, was passed by a Majority Vote.

ARTICLE FOUR

Report on the Close-out of Special Appropriations /Bond Authorization Rescission. (Selectmen) A motion of Favorable Action to reduce and rescind the bond authorization for water pollution abatement projects, was passed by a Unanimous Vote.

ARTICLE FIVE

Approval of Unpaid Bills of a Prior Fiscal Year. (Selectmen) A motion of Favorable Action, to pay unpaid bills from a previous fiscal year in the amount of \$5,639.16 from the FY2006 Police Budget; \$696.94 from the FY2006 Fire Department Budget; \$483.44 from the FY2006 Town Counsel Budget; \$820.13 from the FY2006 Selectmen Budget; and \$26,736.58 from the FY2006 Personnel Benefits Budget, was passed by a Unanimous Vote.

ARTICLE SIX

Acceptance of Legislation to Increase Property Tax Exemptions. (Assessors) A motion of Favorable Action, to increase property tax

exemptions for certain classes of individuals, was passed by a Unanimous Vote.

ARTICLE SEVEN

Annual Appropriation Article. (Selectmen) A motion of Favorable Action, to approve the FY2007 budget with total appropriated expenditures of \$174,297,847, was passed, as amended, by a Unanimous Vote.

ARTICLE EIGHT

Elimination of the Refuse Fee. (Petition of Stanley Wayne) A motion of Favorable Action, to discontinue the \$41.25 quarterly trash fee, was Defeated.

ARTICLE NINE

Acceptance of Sections 3 to 7, inclusive, of Chapter 44B of Massachusetts General Laws-Community Preservation Act (CPA). (Petition of the Community Preservation Act Study Committee) A motion of Favorable Action, to accept Sections 3 to 7 inclusive of Chapter 44B of the General Laws, at a 3% surcharge on real property, was passed by a Roll Call Vote 128 In Favor, 101 Opposed and 2 Abstentions.

ARTICLE TEN

Amendment to the Town's By-Laws – creation of a new by-law for the establishment of a Community Preservation Committee, pursuant to Chapter 44B, Section 5 of Massachusetts General Laws. (Petition of the Community Preservation Act Study Committee) A motion of Favorable Action, to establish a Community Preservation Committee By-Law, was passed by a Majority Vote.

ARTICLE ELEVEN

Acceptance of Massachusetts General Laws Chapter 32, Section 7, Subdivision (2), paragraph (e), as amended – retirement benefits for accidental disability retirees who are veterans. (Retirement Board) A motion of Favorable Action, to extend an extra \$15 benefit for each year of credible service to veterans who qualify for disability while in Town service, was passed by a Majority Vote.

ARTICLE TWELVE

Acceptance of Section 2 of Chapter 157 of the Acts of 2005 – retroactive retirement benefits for accidental disability retirees who are veterans. (Retirement) A motion of Favorable Action, to extend an extra \$15 benefit for each year of credible service to veterans who qualify for disability while in Town service, retroactively to the date of the member's retirement, was passed by a Majority Vote.

ARTICLE THIRTEEN

Legislation Authorizing the Town to Join the Group Insurance Commission (GIC). (Selectmen) A motion of No Action was passed by a Unanimous Vote.

ARTICLE FOURTEEN

Legislation Authorizing the Town to Reimburse a Prevailing Party-Plaintiff its Attorney's Fees in an Appeal of a Zoning Board of Appeals Decision. (Petition of Paula Friedman) A motion of Favorable Action, to authorize filing a petition with the General Court to reimburse a prevailing party-plaintiff its attorney's fees in an appeal of Zoning Board of Appeals decision, was Defeated.

ARTICLE FIFTEEN

To Name the New Athletic Facility Within Harry Downes Field the Kraft Family Athletic Facility at Harry Downes Field. (Naming Committee) A motion of Favorable Action, to name the new athletic facility within Harry Downes Field the "Kraft Family Athletic Facility at Harry Downes Field", was passed by a Unanimous Vote.

ARTICLE SIXTEEN

Amendment to Section 2.1.12 of the Town's By-Laws – Challenge to the Validity of an Action Taken by Town Meeting – prohibition against any zoning article from coming back to Town Meeting for two years. (Petition of Susan Allen) A motion of Favorable Action, to establish a By-Law allowing for the challenge to the validity of an action taken by Town Meeting, was Defeated by a Counted Vote of 3 In Favor and 204 Opposed.

ARTICLE SEVENTEEN

Amendment to Section 3.7.2(b) of the Town's By-laws – Building Commission Project

Procedures – requirement of a comparative analysis of the cost of using "green technology". (Petition of Hugh Mattison) A motion, to refer the subject matter under this Article to the Selectmen's Committee on Green Technology, was passed by a Unanimous Vote.

ARTICLE EIGHTEEN

Amendment to the Town's By-Laws – creation of a new Article 3.19 – Mandatory Educational Training for all Elected and Appointed Officials. (Petition of Regina Frawley) A motion of Favorable Action, to establish a By-Law mandating educational training for all elected and appointed officials, was passed by a Majority Vote.

ARTICLE NINETEEN

Amendment to the Town's By-Laws – creation of a new section titled Mandatory Evening Meetings for Town Meeting-Created Study or *Ad Hoc* Committees. (Petition of Regina Frawley) A motion of Favorable Action, to establish a By-Law mandating evening meetings, was defeated by a Counted Vote of 87 In Favor and 106 Opposed.

ARTICLE TWENTY

Amendment to the Section 4.1.3 of the Town's By-Laws – Audit Reports – posting of audits on the Town's website and binding it with the Annual Report in the Brookline Room of the Main Library. (Petition of Stanley Wayne) A motion of Favorable Action, to make audit reports available at Town offices and the Main Library, was passed by a Majority Vote.

ARTICLE TWENTY-ONE

Amendment to the Town's By-Laws – creation of a new Section 4.3.6 – Former Municipal Employees Prohibited for Three Years from Acting as Attorney or Agent in Certain Matters. (Petition of Shepard Spunt) A motion to postpone indefinitely, the subject matter under this article, was passed by a Majority Vote.

ARTICLE TWENTY-TWO

Amendment to Article 5.2 of the Town's By-Laws – Condominium Health and Safety at the Time of Conversion – uniformity with the State Condo Conversion Law. (Housing Advisory Board) A motion of Favorable Action, to include stronger

protections provided under state statute, was passed by a Unanimous Vote.

ARTICLE TWENTY-THREE

Amendment to Section 8.6.7 of the Town's By-Laws – Restraint of Dogs – designated off-leash areas. (Park and Recreation Commission) A motion of favorable Action, to permanently establish the Off-Leash Area for Dogs Program, was passed by a Majority Vote.

ARTICLE TWENTY-FOUR

Amendment to Section 8.17 of the Town's By-Laws – Focused Residence Picketing. (Board of Selectmen) A motion of Favorable Action, to eliminate the sunset provision banning focused residence picketing, was passed by a Counted Vote of 124 In Favor and 80 Opposed.

ARTICLE TWENTY-FIVE

Amendment to the Town's By-Laws – creation of a new Article 8.27 – Wetlands Protection. (Conservation Commission) A motion of Favorable Action, to establish a new Wetlands Protection By-Law, was passed by a Counted Vote of 165 In Favor and 4 Opposed.

ARTICLE TWENTY-SIX

Amendment to Article 10.2 of the Town's By-laws – Prosecutions and Enforcement – update of references. (Town Clerk) A motion of Favorable Action, to resolve reference conflicts with certain by-laws, was passed by a Unanimous Vote.

ARTICLE TWENTY-SEVEN

Amendment to Article 10.3 of the Town's By-Laws – Non-Criminal Disposition – update of references. (Town Clerk) A motion of Favorable Action, to resolve reference conflicts with certain by-laws, was passed by a Unanimous Vote.

ARTICLE TWENTY-EIGHT

Amendment to Articles II (Definitions) and Section 6.04 (Design of All Off-Street Parking Facilities) of the Zoning By-Law. (Moderator's Committee on Floor Area Ratio) A motion of Favorable Action, to clarify definitions to the Town's Zoning By-Laws, was passed by a Two-Thirds Vote.

ARTICLE TWENTY-NINE

Amendment to Section 5.22 of the Zoning By-Law – Exceptions to maximum Floor Area Ratio (FAR) Regulations for Residential Units. (Moderator's Committee on Floor Area Ratio) A motion of Favorable Action, to provide more protection to abutters regarding the conversion of attics and basements, was passed by a Two-Thirds Vote.

ARTICLE THIRTY

Resolution Supporting the Improvement of the Gateway East Area. (Petition of Donelle O'Neal) It was Resolved, by a Unanimous Vote, that Town Meeting supports the improvement of the gateway East Area.

ARTICLE THIRTY-ONE

Resolution in Support of the Impeachment of President George W. Bush. (Petition of Jonathan Margolis) It was Resolved, by a Counted Vote of 104 In Favor and 52 Opposed, that Town Meeting supports the impeachment of President George W. Bush.

ARTICLE THIRTY-TWO

Reports of Town Officers and Committees. (Selectmen) Reports from the Housing Advisory Board, the CDBG Advisory Committee, the Moderator's Committee on Campaign Finance, the Audit Committee, the Moderator's Committee on Zoning (FAR), the Selectmen's Committee on Pension Obligation Bonds, the Moderator's Committee on Norfolk County, and the Zoning By-Law Committee were heard.

Special Town Meeting November 14, 2006

ARTICLE ONE

Approval of Unpaid Bills. (Selectmen) A motion of Favorable Action, to authorize payment for an unpaid bill in the amount of \$1,179.00 from the Recreation FY2007 budget, was passed by a Unanimous Vote.

ARTICLE TWO

Approval of collective bargaining agreements. (Human Resources Director) No Action was taken under this Article.

ARTICLE THREE

FY2007 Budget Amendments. (Selectmen) A motion of Favorable Action, to increase the FY2007 Energy Reserve budget by \$370,000; to increase the FY2007 School Budget by \$259,705; to amend the Water and Sewer Enterprise Fund; and to appropriate \$209,079 for work at the Pierce School, was passed by a Counted Vote of 161 In Favor and 1 Opposed. A further motion of Favorable Action, to appropriate \$950,000 for design and moving costs associated with the reconstruction of the Town Hall, was passed by a Majority Vote.

ARTICLE FOUR

Amendment to the Zoning By-Law – creation of a new “F” zoning district. (Planning and Community Development) A motion to refer the subject matter under this Article, was Passed by a Counted Vote of 200 In Favor and 3 Opposed.

ARTICLE FIVE

Amendment to Section 5.43 of the Zoning By-Law – Exceptions to Yard and Setback Regulations – relief from setback requirements by a special permit. (Planning and Community Development) A motion of Favorable Action, to refer the subject matter of this Article to the Selectmen’s Zoning By-Law Review Committee, was passed by a Unanimous Vote.

ARTICLE SIX

Amendment to Section 3.04.4 (f) and Section 3.03.6 (f) of the Zoning By-Law – Interim Planning Overlay District – six month extension. (Planning and Community Development) A motion of Favorable Action, to extend the time frame for the CCIPOD, was passed by a Two-Thirds Vote.

ARTICLE SEVEN

Amendment to the Zoning By-Law – zoning map change for a portion of the southeast side of the parcel located at 1040 West Roxbury Parkway, block 373, lot 06, from S-7 to L-0.5. (Petition of Robert Basile) A motion of No Action was passed by a Unanimous Vote.

ARTICLE EIGHT

Amendment to Article 6.01 of the Zoning By-Law - General Regulations Applying to Required Off-Street Parking Facilities – retail establishment

parking spaces. (Petition of Myra Trachtenberg) A motion of Favorable Action, to refer the subject matter of this Article to the Zoning By-Law Review Committee, was passed by a Majority Vote.

ARTICLE NINE

Amendment to Article V, Table 5.01 of the Zoning By-Law – Dimensional Requirements – setback requirements for new construction on lots on which a structure was demolished. (Petition of Edward Richmond) A motion of Favorable Action, to refer the subject matter of this Article to the Selectmen’s Zoning By-Law Committee and to report back to the 2007 Annual Town Meeting, was passed by a Majority Vote.

ARTICLE TEN

Amendment to Paragraph 2 of Section 5.09 of the Zoning By-Law – Design Review – inclusion of demolitions. (Petition of Edmund A. Mroz, Jr.) A motion of Favorable Action, to require a special permit for any demolition of a structure as outlined in Section 5.09, was passed by a Two-Thirds Vote, with 1 Abstention.

ARTICLE ELEVEN

Amendment to the Zoning By-Law – change lots within Block 135 from I-1.0 designation to G-1.0 designation. (Petition of Isabella Callanan) A motion of Favorable Action, to refer the subject matter of this Article to the Zoning By-Law Review Committee, was passed by a Majority Vote.

ARTICLE TWELVE

Acceptance of the Provisions of Massachusetts General Laws, Chapter 32, Section 20(6)(a) – provides a stipend of \$3,000 per year for members of the Retirement Board. (Retirement Board) A motion of No Action was passed by a Majority Vote.

ARTICLE THIRTEEN

Acceptance of Massachusetts General Laws, Chapter 40, Section 4A – authorizes the Department of Public Health to enter into an inter-municipal agreement with other governmental units. (Director of Health and Human Services) A motion of Favorable Action, to enter into mutual aid agreements to deliver

public health services, was passed by a Majority Vote.

ARTICLE FOURTEEN

Amendment to the Town By-Laws – establish a new Article 8.28 – Public Health Immunizations. (Petition of Susan Allen). A motion of Favorable Action, to administer Flu shots that are 100% thimerosal free, was defeated by a Counted Vote of 2 In Favor and 182 Opposed.

ARTICLE FIFTEEN

Amendment to Section 2.1.11 of the Town By-Laws – Town Meeting Procedures – requirement of the Pledge of Allegiance. (Petition of Seymour Ziskend) A motion of Favorable Action, to include the singing of the National Anthem as an official part of the Town Meeting, was passed by a Counted Vote of 175 In Favor and 10 Opposed.

ARTICLE SIXTEEN

Amendment to Section 2.15 of the Town By-Laws – Notice of Meetings – change to the number of days prior to Town Meeting the warrant must be posted. (Petition of Shepard Spunt) A motion of Favorable Action, to change the notification period for the Annual Town Meeting to fourteen days, was passed by a Majority Vote.

ARTICLE SEVENTEEN

Amendment to Section 2.5.1 of the Town By-Laws – Special Committee Reports – 280 day requirement. (Petition of Susan Allen) A motion of Favorable Action, to require Moderator's Committees to report their findings within two years, was Overwhelmingly Defeated.

ARTICLE EIGHTEEN

Amendment to Article 3.1 of the Town By-Laws – establish a new Article 3.17 – Campaigns for Office. (Moderator's Committee on Campaign Finance, Randall Ravitz, Chair) A motion of Favorable Action, to increase the disclosure period for campaign finance reporting for the office of Selectmen and to establish a Campaign Finance Committee By-Law, was passed by a Majority Vote.

ARTICLE NINETEEN

Amendment to Article 5.3 of the Town By-Laws

– Demolition By-Law. (Preservation Commission) A motion of Favorable Action, to strengthen and update the Demolition By-Law, was passed by a Unanimous Vote.

ARTICLE TWENTY

Amendment to Section 8.5.9 of the Town By-Laws – Defacing Property – replace existing section with new section titled "Defacing Property and Graffiti". (Petition of Raymond F. Wise) A motion of Favorable Action, to refer the subject matter of this Article to the Selectmen's Committee on Graffiti and to report to the Selectmen prior to March 1, 2007, was passed by a Unanimous Vote.

ARTICLE TWENTY-ONE

Amendment to Article 10.2 - Prosecutions and Enforcement and Article 10.3 – Non-Criminal Disposition of the Town By-Laws – establish a \$300 fine for graffiti. (Petition of Raymond F. Wise) A motion of Favorable Action, to refer the subject matter of this Article to the Selectmen's Committee on Graffiti and to report to the Selectmen prior to March 1, 2007, was passed by a Unanimous Vote.

ARTICLE TWENTY-TWO

Amendment to the Town By-Laws - establish a new Article 8.28 – The Prohibition of Leaf Blowers in Certain Areas. (Petition of Stephen Daisy) A motion of Favorable Action, to refer the subject matter of this Article to the Noise B-Law Committee, was passed by a Counted Vote of 178 In Favor and 1 Opposed.

ARTICLE TWENTY-THREE

Legislation Authorizing the Transfer of Ownership from the State to the Town of the Former Fisher Hill Reservoir. (Commissioner of Public Works) A motion of Favorable Action, to authorize and empower the Board of Selectmen to file a petition with the General Court authorizing the transfer of the former Fisher Hill Reservoir in the Town of Brookline, was passed by a Counted Vote of 160 In Favor and 3 Opposed.

ARTICLE TWENTY-FOUR

Vote to Extinguish, Abandon or Otherwise Release All or a Portion of a Sewer and Surface Water Draining Easement - located on the westerly side line of Heath Street.

(Commissioner of Public Works) A motion of Favorable Action, to extinguish, abandon or otherwise release a portion of a sewer and surface drain easement on Heath Street, was passed by a Unanimous Vote.

ARTICLE TWENTY-FIVE

Appointment of a Moderator's Committee to Study How Lodging Houses are Assessed. (Petition of Christopher Pauli) A motion of No Action was passed by a Majority Vote.

ARTICLE TWENTY-SIX

Resolution Reaffirming Sanctuary Status for Undocumented Immigrants. (Petition of Martin Rosenthal and Frank Farlow, et al) It was Resolved, by a Majority Vote, that Town Meeting reaffirms sanctuary status for undocumented immigrants.

ARTICLE TWENTY-SEVEN

Resolution Supporting a World Language Program. (Petition of Christopher Koch) It was Resolved, by a Majority Vote, that Town Meeting expresses support for an elementary world language program.

ARTICLE TWENTY-EIGHT

Resolution Urging all Town Committees, Sub-Committees, and Study Committees to Conduct at Least One-Half of their Meetings During Evening Hours. (Petition of A. Joseph Ross) It was Resolved, by a Majority Vote, that Town Meeting urges all committees appointed by the Selectmen or the Town Moderator, whenever possible, to conduct at least half their meetings no earlier than 5:30 P.M.

ARTICLE TWENTY-NINE

Question of Asking the Selectmen to Explain How Collections of the Refuse Disposal Fee Were Expended in Town Budgets for the Past 18 Years. (Petition of Stanley Wayne) The Town Meeting accepted the Selectmen's Refuse Disposal Fee Report.

ARTICLE THIRTY

Reports of Town Officers and Committees. Reports were heard from the Moderator's Committee on Voting Technology, the Moderator's Committee on Norfolk County, and the Zoning By-Law Committee

2006 TOWN MEETING ATTENDANCE			
Precinct	Name	Eligible	Attended
03	Abrams, Robert T.	6	5
15	Alexanderian, Edwin	6	6
05	Allen, Richard E.	6	6
AL	Allen, Robert L.	6	6
05	Ames, Kathleen L.	6	5
01	Ames, Peter J.	6	6
06	Anderson, Catherine C.	6	6
15	Andreadis, Anthony T.	6	6
10	Arnfeld, Lorraine N.	6	3
04	Axelrod, Sarah T.	6	6
11	Bain, Dixon	6	5
09	Bart, Eleanor J.	6	5
15	Basile, Robert W.	6	6
06	Bassett, John	6	6
13	Benka, Carla Wyman	6	6
13	Benka, Richard W.	6	6
16	Berger, Eileen Connell	6	6
16	Berger, Michael	6	6
07	Bezahler, Ilene	6	5
09	Birnbaum, Benjamin	6	1
10	Blom, Dorothy E.	6	5
13	Blood, Roger F.	6	6
03	Bohrs, Harry K.	6	6
15	Boyer, Burton	4	0
15	Braun, Helen O.	6	6
04	Brickman, Edith R.	6	6
13	Brooks, Deborah G.	6	6
09	Burstein, Michael A.	6	6
01	Carlson, Ann Marie	6	3
08	Caro, Carol B.	6	6
08	Caro, Francis G.	6	6
01	Cavell, Cathleen C.	6	6
02	Chin, Kenneth W.	6	6
03	Christian, John L.	6	3
01	Clouse, Melvin E.	6	6
12	Cohen, Bruce B.	6	6
12	Cohen, Deborah K.	6	3
11	Cohen, Geoff Alex	6	6
15	Cohen, Merrick L.	6	4
07	Cohen, Susan F.	6	5
03	Connors, Patricia	6	6
06	Conquest III, Arthur W.	6	6
12	Cooke-Childs, Lee	6	6
04	Cooper, Ingrid E.	6	5
12	Cotney, David James	6	6
10	Coughlin, William J.	6	6
14	Cox, Julia D.	6	6
05	Craig-Olins, Elizabeth	6	3
12	Cunha, Glenn	6	5

Precinct	Name	Eligible	Attended
02	Daisy, Stephen R.	6	3
AL	Daly, Nancy A.	6	6
05	Daves, Robert S.	6	6
10	Davis, Jonathan H.	6	6
10	Davis, Linda M.	6	6
14	Dean, Linda C.	6	6
11	DeFougerouilles, Paula	6	6
05	DeVries, Robert H.	6	6
03	Dewart, Mary D.	6	5
03	Dewart, Murray	6	6
05	DeWitt, Betsy	6	6
11	Ditkoff, Joseph M.	6	6
05	Elwertowski, Thomas C	6	6
01	Evans, Russell B.	6	6
04	Farlow, Frank W.	6	6
04	Farlow, Martha A.	6	6
07	Feinman, Marvin A.	6	6
09	Feuer, Jeannette	6	6
13	Fine, Jonathan S.	6	6
13	Fischer, Andrew	6	6
14	Fishman, Gill	6	6
10	Fraenkel, Dan G.	6	6
16	Frawley, Regina M.	6	6
08	Friedman, Franklin	6	6
14	Friedman, Harry K.	6	6
16	Friedman, James E.	6	6
14	Friedman, Paula K.	6	5
02	Friedman, Robin	6	3
AL	Gadsby, Edward (Sandy)	6	6
16	Gallitano, Thomas J.	6	6
03	Geistm Kathe Sternbach	6	6
09	Geller, Joseph T.	6	4
15	Geller, Marvin N.	6	5
04	Gerdts, Nadine	6	6
16	Gerte, Albert	6	0
07	Giller, Phyllis D.	6	0
16	Gladstone, Scott C.	6	6
16	Goldberg, Susan J.	6	5
08	Golden, Jack	6	6
08	Goldstein, David-Marc	6	6
07	Goldstein, Elizabeth (Betty)	6	5
14	Goldstein, Kenneth M.	6	5
12	Grand, Jonathan H.	6	6
14	Gregson, Annette	6	6
05	Gross, Betsy Shure	6	6
15	Guzelian, Nancy Diane	6	6
15	Hall, John L.	6	4
15	Harding, L. Branch IV	2	2
04	Harrington, Kevin	6	6
05	Harris, Mary J.	6	5

Precinct	Name	Eligible	Attended	Precinct	Name	Eligible	Attended
09	Heist, Marcia M.	6	4	05	Meiklejohn, D. Randolph	6	6
08	Heller, Nancy S.	6	6	12	Mermell, Jesse R.	6	6
10	Henry, Wendy B.	6	1	14	Merrill, Chou Chou	6	6
01	Higgins, Thomas T.	6	6	AL	Merrill, Michael W.	6	6
11	Hinds, Isabella	6	1	12	Meyers, Judy	6	6
08	Hofeller, Edward D.	6	6	14	Mittel, Shaari S.	6	6
11	Homer, Joanne P.	6	5	09	Moore, Bruce	6	6
13	Hoy, Francis Charlton	6	6	01	Morse, Stephen R.	6	5
AL	Hoy, Gilbert R.	6	6	04	Mulhane, John T.	6	6
16	Hyman, Julian E.	6	6	16	Murphy, Robert W.	6	5
08	Johnson Anita	6	6	15	Nangle, Richard	6	5
14	Johnson, Georgia M	6	6	07	Novick, Emily	6	6
16	Jonas, Alisa G.	6	6	02	O'Brien, Barbara A.	6	6
03	Jones, Gary D.	6	5	06	O'Donnell, Kerry	6	4
09	Jozwicki, Barr A.	6	6	05	O'Leary, Phyllis R.	6	3
09	Jozwicki, Joyce	6	6	05	Olins, Andrew M.	6	6
02	Kahl, Christopher A.	6	6	04	O'Neal, Donelle S.	6	6
15	Kahn, Janice S.	6	6	06	Parker, Gerald S.	6	6
01	Kanes, Steven R.	6	6	09	Powell, William B.	6	6
13	Kaplan, Ruth L.	6	6	06	Pratt-Otto, Stephen G	6	6
07	Katz, Estelle	6	6	09	Rabinovitz, Stanley N.	6	6
07	Katz, Paul M.	6	4	09	Radlo, Shirley	6	6
07	Katz, Pauline Ponnice	6	6	07	Raine, Alden S.	6	6
12	Klafter, David	6	6	08	Ravitz, Randall Evan	6	6
11	Knable, Bobbie M.	6	6	12	Reed, Thomas A.	6	5
10	Koch, Christopher A.	6	6	02	Richmond, Edward L.	6	6
16	Koocher, Gerald P.	6	5	01	Robbins, Michael	6	6
11	Kowell, Miriam Pearl	6	5	04	Robinson, Joseph E.	6	6
09	Lang, Kevin E.	6	5	04	Robinson, Thomas C.	6	6
06	LaPlante, Virginia W.	6	6	08	Roll, Evelyn Ayash	6	6
01	Lebow, Frederick S.	6	6	09	Rosenstein, Harriet	6	6
14	Levitan, Fred	6	6	09	Rosenthal, Martin R.	6	6
02	Lianides-Chin, Barbara A.	6	6	12	Ross, A. Joseph	6	6
01	Lieff, Karen D.	6	6	15	Rourke Jr., James C.	6	4
11	Lindquist, Gwen Pritchard	6	6	15	Rudman, Deborah D.	6	5
14	Lipson, Roger R.	6	6	07	Sable, Sloan K.	6	6
06	Liss, Kenneth Marc	6	6	15	Sadeghi-Nejad, Ab	6	6
02	Liss, Lisa E.	6	5	06	Sadow, Jerome	6	6
14	Lodish, Pamela C.	6	6	16	Safer, Joshua D.	6	6
13	Lohe, Werner	6	6	13	Saner, Paul	6	5
11	MacDonald, Bradley A.	6	5	08	Schaff, Glenn	6	5
03	Madden, Nancy F.	6	6	06	Schectman, Amy N.	6	5
12	Margolis, Harry S.	6	6	01	Schemmer, John A.	6	0
03	Martin, Lois J.	6	6	13	Schnoor, Roberta K.	6	6
02	Mason, Judith E.	6	5	08	Scotto, Barbara C.	6	6
05	Mattison, Hugh	6	6	16	Selib, Michael S.	6	6
13	Maynard, J. Michael	6	4	05	Senator, Susan	6	6
12	McAvoy, Maura M.	6	6	13	Senecal, Barbara M.	6	6
04	McCarrell, Sharon L.	6	5	08	Senturia, Margaret (Peg)	6	5
02	McNally, Rita K.	6	6	03	Shapiro, Gregg David	6	4

Precinct	Name	Eligible	Attended
01	Shaw, Parkman	6	3
11	Shield, Joel D.	6	5
07	Shon-Baker, Rita S.	6	6
11	Sidor, Monica	6	6
10	Skagestad, Finn Peter	6	6
01	Slover, Loretta	6	6
AL	Smizik, Hon. Frank Israel	6	4
06	Sneider, Ruthann	6	6
06	Sperber, Edith W.	6	6
06	Sperber, Robert I.	6	6
02	Spiegel, Diana Lees	6	6
08	Spiegel, Samuel	6	6
02	Spiegel, Stanley L.	6	6
10	Spingarn, Alexandra "Sandy"	6	6
14	Spunt, Palma Zordan	6	5
14	Spunt, Shepard A.	6	6
02	Standish, Lorraine L.	6	6
10	Stern, Benjamin	6	4
08	Stock, Sara	6	5
03	Stone, Rebecca E.	6	6
03	Sullivan, Joanne M.	6	5
07	Swartz, Sally	6	4
10	Sydney, Ronny M.	6	6
11	Tolkoff, Josh	6	2
03	Trachtenberg, Myra R.	6	5
10	Traister, Michael S.	6	6
04	Trietsch, David M.	6	5
13	VanScoyoc, John R.	6	5
05	von Krusenstiern, Lenore K.	6	6
12	von Lichtenberg, Sandra M.	6	6
03	Wadleigh, Jonathan N.	6	3
AL	Ward, Patrick J.	6	6
13	Warner, Donald A.	6	6
06	Warren, Henry B.	6	6
11	Wayne, Stanley	6	6
10	Weinberg, Sidney	6	4
01	Weisel, Laura	6	5
12	Weitzman, Donald C.	6	6
11	Wenc, Karen	6	6
06	Westphal, Christine M.	6	6
16	Wheeler, Richard H.	6	5
15	Wheeler, William Morton	6	6
04	Williamson, Kate H.	6	6
04	Winter, Frances J.	6	6
02	Wise, Raymond F. Jr.	6	6
05	Wishinsky, Neil A.	6	6
02	Wolff, Bruce	6	6
07	Ziskend, Alan Robert	6	6
07	Ziskend, Seymour A.	6	6
10	Zucker, Molly Gross	6	5

RESOLUTIONS PASSED IN 2006

1. A Resolution Supporting the Improvement of the Gateway East Area

WHEREAS, pedestrians, cyclists and persons with disabilities are now unable to safely and swiftly cross Route 9 (Boylston Street) in the area known as "Gateway East;"

WHEREAS, vehicular traffic is a problem in Gateway East;

WHEREAS, in large part because of these pedestrian difficulties and traffic problems, Gateway East is less attractive and can be a difficult place to live in or near;

WHEREAS, improving the connection between the Emerald Necklace, the Brookline Village Train Station, Juniper Street and Pearl Street is desirable;

RESOLVE, that this Town Meeting supports the improvement of Gateway East by, among other things, improving the ability of pedestrians, cyclists and persons with disabilities to cross Route 9, taking necessary steps to reconfigure roadway and signage to improve traffic conditions, and beautifying the area, all of which will contribute to making Gateway East a safer, more attractive and livable place;

RESOLVE, that this Town Meeting supports the improvement of the connection between the Emerald Necklace, the Brookline Village Train Station, Juniper Street and Pearl Street.

2. A Resolution in Support of the Impeachment of President George W. Bush

WHEREAS, President George W. Bush has repeatedly violated his oath of office by failing to uphold, protect and defend the Constitution of the United States, in particular by directing and countenancing numerous violations of the Constitution and Laws of the United States, and by purposely misleading the citizens of the nation so as to cause the United States to commence war in Iraq; therefore be it

RESOLVED, that this Town Meeting urges our Representative in Congress to introduce and/or support a resolution impeaching President George W. Bush; and be it further

RESOLVED, that the Town Clerk send notice of the adoption of this resolution to all members of the Massachusetts Congressional Delegation within two weeks of its adoption.

3. Resolution Reaffirming Sanctuary Status for Undocumented Immigrants

WHEREAS, The Town of Brookline has been built and enriched by generations of immigrants, and has a proud history since November 1985 as a Sanctuary for refugees from El Salvador, Guatemala, and Haiti:

WHEREAS, There are now approximately 12 million undocumented immigrants in the USA who have been systematically denied the opportunity enjoyed by past generations of immigrants to become legal permanent residents or citizens of this country; over the past two decades, immigration policy has become even more restrictive and punitive and closed off avenues previously available for immigrants to obtain legal permanent residency, while the US-Mexico border has been further militarized;

WHEREAS, In 2005, record numbers of migrants seeking to support their families, with no means to migrate safely into the USA, perished in the desert along the US-Mexico border; and the migration experience has adverse emotional and psychological effects on families, kept apart for many years due to unjust immigration policies and backlogs in visa applications; and undocumented immigrants are especially vulnerable to workplace abuses and housing discrimination;

WHEREAS, Current US immigration policy does not reflect the standards of Brookline residents regarding what is just, humane and moral; and both undocumented and documented immigrants in the US fuel our economy and those of their countries of origin;

WHEREAS, On December 16, 2005, the US House of Representatives passed HR-4427, which would have drastic consequences for nearly all immigrants to this country, their families, their neighbors, and those who support them; and the US Senate recently agreed to a companion bill with some of the same counterproductive measures, including further militarization of the border.

WHEREAS, We commend the great effort and expense that many immigrants to the United States have made and continue to make to become legal residents of this country, but we recognize that immigrants are facing increasingly onerous and expensive barriers to becoming fully legal residents:

WHEREAS, The public discourse surrounding immigration has become increasingly negative using pejorative terms to describe undocumented immigrants with the resulting dehumanizing effect that helps to justify policies criminalizing and excluding such immigrants, such as the raids by the federal government on workplaces and homes. Those raids instilled fear and panic in the immigrant communities and created an environment that is ripe for intimidation, harassment, and racial profiling.

WHEREAS, Numerous cities, including Maywood, Huntington Park, and Coachella, CA have recently declared themselves Sanctuary Cities, and cities from Cambridge, MA (May 8, 2006) to Chicago and San Francisco have reaffirmed their earlier commitments as Sanctuaries,

THEREFORE, BE IT HEREBY RESOLVED THAT:

1. The Town of Brookline reaffirms its commitment as a Sanctuary Town, as declared by Town Meeting in November 1985, and expands it now to include all undocumented immigrants from all countries;¹
2. The Town endorses the platform of the Keep Our Families Together Campaign, an initiative of the National Alliance of Latin American and Caribbean Communities that seeks to (a) enable immigrants who currently live and work in the United States to Obtain Permanent Resident status and have the option to apply for citizenship through a fair and rational process; (b) increase the number of visas available in the quota system with a preference for family unification; (c) establish a limit of no more than six months for the processing and resolution of immigration applications; (d) facilitate the integration and participation of immigrants into the political, social and economic life of this country; and (e) enable future immigrants to enter the United States under a legal system that is just and respectful of human rights;
3. The Town calls upon the US Department of Homeland Security and the US Immigration and Customs Enforcement to issue a moratorium on immigration raids, at least until the US Congress comes to an agreement on comprehensive immigration reform, so that the debate can be carried out in good faith rather than against a backdrop of fear, repression and intimidation;
4. The Town affirms the basic human rights and dignity of every human being;

5. We reject the use of the word “illegal” to describe human beings and the use of the word “aliens” to describe immigrants, and hereby adopt the language “undocumented” when referring to those who do not have federally recognized resident status and “immigrant” to refer to those who have migrated to the US from another country;
6. The Town of Brookline urges the US Senate to defeat any further harsh proposals from HR 4437 and urges the President to veto any such legislation if approved by the Senate; and
7. The Town Clerk shall forward a copy of this resolution to the Massachusetts Congressional delegation and to the President of the United States on behalf of the Town of Brookline.

¹ The operative 1985 language “RESOLVED THAT:

“the Town of Brookline become a sanctuary for refugees from El Salvador, Guatemala, and Haiti, and that they shall be afforded all rights and privileges offered and supplied to all people residing or working in the Town;

“it is the policy of the Town that, to the extent legally possible, no department or employee of the Town will violate established or future sanctuaries by officially assisting or voluntarily cooperating with investigations or arrest procedures, public or clandestine, relating to alleged violations of immigration law by refugees from El Salvador, Guatemala or Haiti or by those offering sanctuary;

“the Town supports and appreciates its residents who may provide bedding, food, health and other settlement assistance, as well as friendship to refugees from El Salvador, Guatemala, and Haiti; and the Town will not participate in any form in the compounding of injustice against these refugees or in the Federal Government’s persecution of those who in good faith offer humanitarian assistance to these refugees;

“the Town supports all efforts intended to provide free, effective legal representation for any person residing in Massachusetts who is seeking asylum in the U.S. because of fear of persecution in his or her homeland, including Mass. Senate Bill #1063 sponsored by Senator Jack Backman.”

4. A Resolution Supporting an Elementary World Language Program

WHEREAS, in the multicultural, global economy, knowledge of language and culture is desirable for our children who will live and work in an increasingly interconnected world;

WHEREAS, scientific research has shown that the ability to acquire linguistic fluency peaks in children at about age six and diminishes steadily thereafter until shortly after puberty, and that early language instruction can improve student learning in other subjects;

WHEREAS, implementation of an elementary world language program would enhance student attainment of language proficiency and would thus build on a tradition of excellence in The Public Schools of Brookline;

WHEREAS, the Brookline Elementary World Language Planning Committee completed a year-long study of successful programs across Massachusetts and the United States and has presented a report to the School Committee and the Superintendent outlining their view of the resources, costs and timeframe required to implement a world language program at the elementary level;

WHEREAS, the Public Schools of Brookline has identified elementary world languages as a priority in the FY07 budget guidelines and has shown its desire for such a program by investing in

the planning for implementation of an Elementary World Language Program in the allocation of FY'07 funds for a .40 FTE Curriculum Coordinator;

THEREFORE, be it resolved that Town Meeting hereby expresses its support for an Elementary World Language Program, and further, encourages the School Committee to create a plan for the implementation of a world language program in grades K-6 and to work with the Board of Selectmen to ensure funding of said program.

5. Resolution Urging all Town Committees Sub-Committees, and Study Committees to conduct at least one-half of their Meetings during evening hours.

RESOLVED: That Brookline Town Meeting urges every Town committee, subcommittee, or study which is appointed by the Board of Selectmen or the Town Moderator, whenever possible, to conduct at least half its meetings no earlier than 5:30 PM.

**SUMMARY OF RESOLUTIONS ADOPTED BY TOWN MEETING
REQUIRING ACTION BY THE SELECTMEN OR DEPARTMENTS**

TOWN MTG.	ART #	RESOLUTION SUMMARY	ACTIONS TAKEN
May '01 Annual	20	Calls on the Great and General Court to support statewide legislation banning the use of cellular telephones while operating a motor vehicle.	The Resolution was sent to the Court, Governor, Attorney General, Executive Office of Public Safety, Boards of Selectmen, and Mayors.
May '01 Annual	22	Calls on the Town's Preservation Commission to investigate the designation of the St. Aidan's Church property as an historic district.	The Preservation Commission conducted its investigation and recommended the establishment of a St. Aidan's Historic District.
May '01 Annual	23	Supports the abolition of the death penalty and the passage of the Innocence Protection Act.	The Resolution was sent to death penalty abolition leaders, the Governor, the Town's legislative delegation, and President of the U.S.
Nov. '01 Special	16	Calls on the General Court to adopt legislation requiring all school buses to be fitted with three-point lap and shoulder restraints by July, 2003. Also, calls upon the Town's representatives in such matters to research and arrange compliance.	Copies of the Resolution were sent to each member of Brookline's legislative delegation asking that it be brought to the attention of the Ways and Means Committee and other appropriate legislative bodies and officials.
May '02 Annual	13	Calls on the Town's Zoning By-Law Commission to conduct an investigation into "Mansionization".	Referred to the Zoning By-Law Commission for Review.
Nov. '02 Special	21	Calls for a Selectmen's Committee to investigate the Town's options regarding the elimination of overhead wiring along public streets.	The Committee reported its findings to the 2003 ATM, and filed a warrant article for 2004 ATM, which received a No Action vote.
Nov. '02 Special	1	Supports the opposition of any U.S. attack on Iraq and requests that the Board of Selectmen transmit this resolution to our congressional delegation.	Copies of the resolution were sent to the Town's legislative delegation and Federal representatives.
May '03 Annual	16	Calls on the Comp Plan Committee to consider the use of tax policies to enhance the Town's commercial tax base. Calls upon the legislative delegation to file a bill to review the state's tax classification limit and small business exemption.	The Comprehensive Plan Committee review included consideration of tax policies. Copies of the Resolution were sent to Brookline's legislative delegation asking that it be filed as a bill.
May '03 Annual	17	Seeks the revocation and elimination of provisions of the USA PATRIOT Act, the Homeland Security Act, and other Executive Orders that are deemed to diminish civil liberties.	Resolution was posted in public places and sent to the Norfolk County D.A., State Police, Town's legislative delegation, State Attorney General, Governor, local U.S. Attorney, the U.S. Attorney General, and President of the U.S.
Nov. '04 Special	6	Requests the continuation of the Advisory Committee on Focused Residential Picketing, with further investigation related to the Focused Residence Picketing By-Law.	The sunset date of the By-Law was extended to June 30, 2006. The Committee will be continuing its work and reporting to a future Town Meeting.
Nov. '04 Special	9	Requests the Building Department to provide homeowner applicants for a building permit information describing the homeowner's rights under the Home Improvement Contractor Law.	Building staff distribute information from the State Office of Consumer Affairs to homeowners at on-site inspections. Information is available at the Building Dept. at Town Hall (3 rd Floor).
Nov. '04 Special	21	Calls upon the Transportation Board to implement a Resident Parking Permit Program within six months; provide for resident Parking Permits as petitioned; report to Town Meeting in one year.	The Transportation Board adopted an approach which has been appealed to the Board of Selectmen and is currently under review.
May '05 Annual	25	Calls for children's welfare organizations to be informed and for Town groups to explore raising awareness about corporal punishment of children.	The resolution was widely publicized.
Nov. '05 Special	27	Calls upon the Selectmen and Transportation Board to review the Town's 2-hour parking ban.	A trial parking program was initiated by the Transportation Board in the fall of 2005.
Nov. '05 Special	28	Requests that the Town's legislative delegation co-sponsor and support legislation prohibiting eminent domain taking for economic development.	Copies of the resolution were sent to the Town's legislative delegation.
Nov. '05 Special	29	Supports the construction and implementation of a plan to withdraw troops from Iraq.	Copies of the resolution were sent to the Town's legislative delegation and Federal representatives.

TOWN MTG.	ART #	RESOLUTION SUMMARY	ACTIONS TAKEN
May '06 Annual	30	Supports the improvement of the Gateway East Area.	The Town continues to support the Village Square Project (formerly called Gateway East). Design plans are currently underway.
May '06 Annual	31	Urges our Representative in Congress to introduce and/or support a resolution impeaching President George W. Bush.	Copies of this resolution to all members of the Massachusetts Congressional Delegation within two weeks of its adoption.
Nov. '06 Special	26	Reaffirms the Town's commitment as a Sanctuary Town, endorses the platform of the Keep Our Families Together Campaign, calls upon the U.S. Department of Homeland Security and U.S. Immigration and Customs Enforcement to issue a moratorium on immigration raids until Congress comes to an agreement on comprehensive immigration reform and urges the U.S. Senate to defeat HR 4437 and urges the President to veto any such legislation.	A copy of this resolution was sent to the Massachusetts Congressional delegation and to the President of the U.S.
Nov. '06 Special	27	Expresses its support for an Elementary World Language Program, and further, encourages the School Committee to create a plan for the implementation of a world language program in grades K-6 and to work with the Board of Selectmen to ensure funding of said program.	The School Committee continues to take up discussions on the implementation of a world language program and continues to engage the Board in discussions on funding strategies for a world language program. In addition, the Superintendent has appointed an Advisory Committee to examine specific strategies for program implementation tentatively targeted at FY'09. This group is basing their examination on the Elementary World Language Report, issued by the study group in 2006.
Nov. '06 Special	28	Urges that at least 50% of Town committee meetings should be held in the evening.	Notification of the resolution was sent to all Boards and Commissions.

GENERAL GOVERNMENT

TOWN CLERK

Patrick J. Ward

On Tuesday, May 2, 2006, the Annual Election was held. Polling places were open from 7:00 A.M. to 8:00 P.M. A total of 4,709 of the 37,349 eligible registered voters in the Town, or 12.6%, participated in this election.

On Tuesday, May 23, 2006, at 7:00 P.M., Town Meeting Members convened for the Annual Town Meeting held at Brookline High School's Roberts-Dubbs Auditorium. The Annual Meeting was adjourned to Wednesday, May 24, 2006, Thursday, May 25, 2006 and dissolved on Tuesday, May 30, 2006 at 9:30 P.M. in order to complete the business of the thirty-two article Warrant. Significant actions taken at the Annual Meeting included the approval of the FY2007 budget with total appropriated expenditures of \$174,297,847 for the Town of Brookline including:

- \$890,000 for the purchase of a combined pumper and ladder truck for the Fire Department;
- \$1,000,000 for the rehabilitation of streets;
- \$1,911,960 for remodeling to the Evelyn Kirrane Aquatics Center;
- \$2,000,000 for corrective action to the Newton Street Landfill, including remodeling of the Transfer Station; and
- \$5,500,000 for the construction and lining of sewers.

Other actions taken at the Annual Meeting included:

- acceptance of the Community Preservation Act at a 3% surcharge;
- establishment of a Community Preservation Committee By-Law;
- naming of the new athletic facility within Harry Downes Field as the Kraft Family Athletic Facility at Harry Downes Field;
- establishment of a by-law requiring mandatory training for all elected and appointed officials;
- elimination of the sunset provision for the Focused Residence Picketing By-Law;
- establishment of a Wetlands Protection By-Law;
- adoption of a resolution supporting the improvement of the Gateway East Area; and
- adoption of a resolution supporting the impeachment of President George W. Bush.

Town Clerk Patrick J. Ward asked for a moment of silence after reading the roll call of Town Meeting Members who died since the last Annual Meeting:

Kingsbury Browne 1959

Marguerite Lipman 1974-1980

Edward Novakoff 1956-1985

Daniel Rollins 1943-1944: 1946

On Tuesday, September 19, 2006, the State Primary was held. Polling places were open from 7:00 A.M. to 8:00 P.M. A total of 10,581 of the 37,828 eligible registered voters in the Town, or 27.9%, participated in this election.

On Tuesday, November 7, 2006, the State Election was held. Polling places were open from 7:00 A.M. to 8:00 P.M. A total of 20,156 of the 38,313 eligible registered voters in the Town, or 52.6%, participated in this election. Question 4 on the State Election Ballot, local acceptance of the Community Preservation Act, was defeated by a vote of 8,077 Yes, 10,757 No and 1,322 Blanks.

On Tuesday, November 14, 2006, at 7:00 P.M., Town Meeting Members convened for a Special Town Meeting held at Brookline High School's Roberts-Dubbs Auditorium.

The Special Meeting was adjourned to and dissolved on Wednesday, November 15, 2006 at 11:23 P.M., in order to complete the business of the thirty article Warrant. Significant actions taken at the Special Meeting included:

- continuation of the CCIPOD for an additional six months;
- authorization to the Brookline Department of Public Health to enter into inter-municipal agreements to provide public health services;
- establishment of a Campaign Finance By-Law Committee;
- amendments to the Demolition By-Law;
- authorization for the Board of Selectmen to file a petition with the General Court for the transfer of the former Fisher Hill Reservoir in the Town of Brookline;
- adoption of a resolution reaffirming sanctuary status for undocumented immigrants; and
- adoption of a resolution supporting an elementary world language program

The Office of the Town Clerk recorded 645 births in the Town for 2006, pending final returns from the City of Boston, an increase of 45 births from the previous year. The office also recorded 424 deaths, pending final results from the City of Boston, a decrease of 44 deaths from the previous year. There were 438 marriage intentions filed and 406 marriages recorded, a decrease of 45 marriage intentions and 70 marriages from the previous year.

Total revenues collected by the Office of the Town Clerk were \$138,187.45 in 2006, an increase of \$397.68 from 2005 revenues.

2006 Revenues

Conservation Licenses	\$ 424.65
Gasoline Permits	3,000.00
Marriage Licenses	16,765.00
Dog Licenses	29,216.00
Board of Appeals	17,550.00
Certified Copies	35,862.00
Business Certificates	12,554.00
Civil Fines	5,978.00
Passports	13,740.00
Miscellaneous	2,831.80

Conservation Licenses

Fish and Game Licenses Issued	\$ 7,716.65
Fess Paid to the Commonwealth of Massachusetts	7,292.00
Fees Paid to the Treasurer	424.65



Registrars of Voters

The Town Clerk serves as an Ex Officio member of the Board of Registrars of Voters. The Democratic Registrars are Town Clerk Patrick Joseph Ward and Assistant Town Clerk Linda G. Golburgh. The Republican Registrars are Emily Livingston and Andrew McIlwraith. In 2006 the Board of Registrars of Voters supervised the registration of voters for the May 2, 2006 Annual Town Election, the September 19, 2006 State Primary and the November 7, 2006 State Election. The Board of Registrars of Voters recorded 3,934 new active registered voters, processed 144 inactive voters and amended 5,431 affidavits of voter registration for changes of party and address. The Board processed 2,756 absentee ballot applications. The Board of Registrars of Voters published the 2006 Street List of Persons Seventeen Years of Age and Older with a total population of 60,487 of which 38,313 were active registered voters.

Political Parties and Designations

Total Registered Voters	38,313
Democrat *	18,476
Green-Rainbow*	95
Republican *	3,425
Working Families*	0
Unenrolled	16,186
American Independent	4
Conservative	1
Constitution Party	3
Green Party USA	12
Interdependent Third Party	1
Libertarian	102
Natural law Party	1
Socialist	5
Timesizing Not Downsizing	1
Working Families*	0
World Citizens Party	1
*Recognized Political Party	

TOWN COUNSEL

Jennifer Dopazo

Town Counsel, three Associate Town Counsels, one Senior Paralegal, one Junior Paralegal and one Part-time Secretary currently staff the Office of Town Counsel. This year Michelle Flaherty the Senior Paralegal decided to leave her position in order to be with her newborn son. Michelle's kindness, dedication to her work and friendship are greatly missed.

In addition, our long-time paralegal Fay Wilgoren retired after 27 years of service to the Town. Fay was a constant source of support and knowledge to all that had the opportunity to work with her as well as the many citizens she helped over the years.

Kerry Fleming the Junior Paralegal was promoted to fill the vacancy in the Senior Paralegal position. The part-time paralegal position held by Fay Wilgoren was changed to a part-time secretarial/receptionist position. Jane MacGillivray Tavolieri, a Brookline native, was selected to fill the new part-time secretary/receptionist. Tracey Maloney, a certified paralegal working in the private sector, was hired to fill the Junior Paralegal position. The office is now fully staffed.



Fay Wilgoren

The function of the Town Counsel's Office is to provide legal representation to the Town of Brookline, its Boards and Commissions, the elected and/or appointed officials and employees, working within the scope of their employment, in all legal matters with the exception of Labor Relations and certain specialized areas such as environmental matters. The staff attorneys litigate in the State and Federal Court systems at all levels ranging from the Small Claims Division, the District Court and Superior Court Departments, the Massachusetts Supreme Judicial Court, the United States District Court, and the First Circuit Court of Appeals. In addition, the attorneys represent the Town at administrative proceedings before the Massachusetts Commission Against Discrimination, the Equal Employment Opportunity Commission, the Industrial Accident Board, the Appellate Tax Board, the Civil Service Commission, the Department of Education, the Massachusetts Land Court, and the Federal Bankruptcy Court.

Town Counsel's Office is responsible for a varied caseload that includes, but is not limited to, construction claims and litigation, the defense of actions alleging civil rights violations, discrimination, breach of contract, special education appeals, worker's compensation claims, employment disciplinary appeals, personal injury and property damage claims, zoning appeals and tax assessment appeals. This office pursues actions against tax delinquent properties by filing tax foreclosure proceedings at the Land Court and pursuing numerous Small Claims actions on behalf of the Treasurer to recover delinquent personal property monies. Proofs of Claims are filed at the Bankruptcy Court so that any outstanding debt owed to the Town is protected and later recovered.

The paraprofessional staff respond to the large volume of claims that are filed against the Town pursuant to Massachusetts General Laws Chapters 84 and 258. These types of claims allege personal injury and/or property damage arising from alleged defects in the public way to damages incurred as a result of a motor vehicle accident with a Town employee while acting within the scope of his/her employment. Because the Town is self-insured, the paraprofessional staff acts as insurance adjusters in conducting accident investigations, reviewing damage estimates and routinely settling claims in amounts far less than the original demands. The Police Department Liaison Officer routinely files claims against insurance companies for the recovery of damage to Town owned property. The office continues to convene G.L. c.41 Medical Panels to review and process requests for reimbursement of medical expenses submitted by disabled retired firefighters and police officers.

Town Counsel actively participates in the Town's legislative functions by assisting the public and Town departments in the preparation of warrant articles for Special and Annual Town Meetings, drafting notices and votes for the Town's Boards and Commissions and attending meetings of the Board of Selectmen and bi-annual Town Meetings.

Town Counsel and the Associate Town Counsels offer legal opinions to Department Heads, Town officials and employees on a daily basis thereby providing support services for the Town's operating departments in matters such as contract drafting, personnel matters, public records request, and subpoenas.

HUMAN RESOURCES

Sandra DeBow, Director

The year 2006 was a remarkably productive year for the Human Resources Office considering that two critical positions were vacant for nearly one year. The office continued to maintain a high level of customer service for existing programs and services and undertook several new initiatives as well. The success is due entirely to the efficiency, extensive knowledge, and competency of the Human Resources Staff, Leslea Noble, Assistant Director, Kathy McGinnis, Benefits Coordinator, and Marjie Lalli, Administrative Assistant to the Director. The staff worked tirelessly under the leadership of Acting Director Stephen Barrasso whose primary job is Director of Human Resources for the Brookline Public Schools. This office is extremely appreciative of Mr. Barrasso's contributions which enabled the Town's Human Resources to maintain a continuity of services to employees and the community.

The Director of Human Resources was filled in August 2006 by Sandra DeBow and the Worker's Compensation Benefit Coordinator was filled in October 2006 by Christopher McLaughlin. Both are eager to take off where their predecessors left off. Kathy McGinnis, our Benefits Coordinator, worked tirelessly with Lynne Karsten of the Brookline Public Health Department and Melissa Battite of the Recreation Department. Together they kicked off and completed the Minutes in Motion pilot program, an extension of the successful, town-wide Brookline-on-the-Move program. The level of employee participation exceeded all expectations. Thirty-six teams across the schools and Town departments, consisting of eight to ten members, competed to increase their individual and team activity level for 10 consecutive weeks, for a total of over 1 million minutes in motion. Ninety percent of participants who were surveyed indicated they would participate in the program again. Many participants have continued to exercise at the increased levels according to anecdotal accounts. The program will be offered again in the spring.



Week 1 Winners Minutes in Motion



Week 2 Winners Minutes in Motion



Back Safety Class

Pam Payton, the occupational health nurse's primary focus in 2006 continued to be case management. The ability to communicate with an employee and/or his/her physician(s) from the outset of an injury or illness whether occupational or non-occupational, through their return to work and beyond, is paramount to the success of the occupational health program. Ensures that employees receive a high level of care and treatment in an effort to ensure an employee's return to work sooner and reduce rates of recurrence. Education and

advocacy are critical elements of this program. Wellness programs conducted by the occupational health division include hepatitis A, B and flu vaccination clinics, ergonomic assessments, safety reviews, and the "Clean Hands for Good Health" campaign, a cooperative effort with the Department of Public Health. Throughout the summer and fall of 2006 she performed countless fittings for medical corp volunteers. During the winter of 2006, a back safety program for custodians was also provided.

Based on the success of these programs, the Human Resources Office will continue to focus on and initiate employee wellness programs intended to promote healthy lifestyles and to improve employee morale. We will focus on these initiatives, as it will benefit employees, the workplace, and the community as a whole.

In December 2006, the Town of Brookline adopted an Anti-Retaliation Policy that protects whistleblowers against retaliation. The policy articulates the Town's longstanding philosophy of prohibiting managers from retaliating against employees in general. This policy is consistent with Mass. G.L. ch. 149, sec. 185, and specifically concerns employees who disclose an activity, policy or practice of the Town that the employee believes is in violation of a law or which the employee reasonably believes poses a risk to public health, safety or the environment. The policy also provides information regarding the statutory protections that are available to such persons. It is anticipated that this policy will encourage ongoing communication between managers and employees or provide alternative avenues of communication for employees when they are not comfortable talking with their manager.

The Human Resources Office worked with MMA Consulting and a management compensation committee to analyze Department Head and Senior Manager Compensation packages to ensure that Brookline continues to be competitive. The study revealed there was relative parity of compensation and benefits for Department Heads and Senior Managers when compared against municipalities with similar demographics and organizational structures.

The Town has begun collective bargaining negotiations with the police and fire unions regarding several issues including proposals to reduce spiraling personnel costs. We will focus on settling the AFSCME, Engineers and Teamsters contracts as they expire later this year.

In further efforts to reduce personnel costs, the Human Resources Office introduced a retirement incentive program providing a moderate incentive for certain employees who are currently eligible for retirement. This program will be funded by the personnel savings seen through the early retirement of the specific employees.

The Human Resources Office would like to recognize the passing of AFSCME Business Agent, Stephen K. Dolan. Steve Dolan had worked with the Human Resources Office for over ten years. He had an uncanny knack for labor relations and was well respected by both labor and management. He was a pragmatist, and a realist, and believed that everyone deserved a second chance. He was never shy about telling managers that they were wrong, always in a respectful and witty manner, nor was he too proud to admit he was wrong.



Stephen K. Dolan

During the upcoming year, the Human Resources Office will remain focused on its overall goal of continually improving customer service to benefit employees and the Town as a whole. We will continue to improve wellness programs that focus on the health and well being of the workforce as a whole. The Human Resources Office will continue efforts to resolve or settle grievances thereby maintaining good relations with the unions and avoiding litigation costs. We will also review our training goals and assess the needs for middle management in the later part of 2007 to ensure familiarity with our various policies and procedures.



Human Resources Board

The Human Resources Board consists of five resident volunteers appointed by the Board of Selectmen. Each member of the board brings a unique perspective to the table, with relevant backgrounds in areas such as employment or labor law, human resources management and business management. The Board is charged with the task of making recommendations to adopt, modify, or eliminate human resources policies, adjudicating grievances that arise under the provisions of the Town labor contracts, reviewing and approving title, classification and pay grades for new or revised positions, conducting classification reviews which assure currency and equity is maintained, and performing special studies or projects as requested by the Board of Selectmen. The Board provides the Selectmen a comprehensive annual report outlining all of the decisions relative to grievances and position classifications.

The Human Resources Board continued its mission in the first half of 2006, absent a full-time Human Resources Director, but with the superior guidance and support of Stephen Barrasso, the School Human Resources Director. The Board was pleased to welcome Sandra DeBow as the new Human Resources Director, formerly of the City of Boston, to the Town of Brookline as of August, 2006.

As is our directive, the Board continued its vital role in the administration of the Town's Labor Agreements in 2006, holding hearings and making determinations on second-level labor grievances. It is noteworthy that through good management practices, grievances have declined over the years. In addition, most grievances are resolved at Step One in consultation with the HR Director, department head and the employee; once again, this implies sophisticated and thoughtful management skills.

The Board heard 11 requests for classification and/or pay grade changes. These requests originated from a variety of departments and often entailed changes in job function or reorganizations. The role of the HR Board is to assure the change requests are internally equitable, that they are reviewed in terms of

the broader market of comparable municipalities and/or organizations, and that they fit within policy guidelines for such changes.

The most significant product of the Human Resources Board efforts during 2006 was the presentation of the Civil Service Report. At the Fall Town Meeting, 2002, the Human Resources Board was asked to undertake a study of Civil Service in Brookline and to report our findings and recommendations to Town Meeting. In the course of the three-year investigation, the Board interviewed Town managers and union leaders, personnel from the state's Human Resources Division, and others knowledgeable in the operation of Civil Service in Brookline and Massachusetts. The Board's extensive study included the historic rationale for the law, which dates from 1882, and how it operates today in Brookline and in other communities, along with other states. Finally, the Board conducted a public hearing to which all employees, managers, Selectmen, Advisory Committee members, and Town Meeting Members were invited. That hearing, well attended by Town employees, was thought provoking. At the end of the investigatory period it was clear to our Board that Civil Service was not entirely working as the law had intended. It was also clear that there did not seem to be an easy fix to the problems we found.

The Board spent the next several months considering and responding to the numerous comments and questions that came out of that public discussion. Many monthly meetings and extra hours were dedicated to the information gathering and reporting stage of this assignment. The final report, as submitted, includes the response to the questions raised by employees and others in the public hearing. The Board's conclusions and recommendations are included in the Executive Summary, along with our general findings in the full report.

The Board will continue its charge in 2007 to assist the Human Resources Office in providing a system of practices that are uniform and fair, and which represent the mutual interests of the citizens and employees of the Town.

PUBLIC SAFETY

POLICE DEPARTMENT

Daniel O'Leary, Chief

Throughout 2006, the Police Department continued to take on more challenges in an effort to provide the greatest level of services to the citizens of Brookline. The restructure in our command staff has proven to be a success. We have hired and trained more police officers, provided on-going and higher levels of training in several areas, and as always we continue to focus on our main mission – to prevent and eliminate crime in our Town.

In 2006, the Department hired and trained eight new police officers. A recruit class of seven men and one woman was sent to the Lowell Police Academy and graduated in November of 2006. The three police officers graduated from the Lowell Academy in January of 2006. They will be successfully completing their probationary period in January of 2007 and are all currently assigned to the Patrol Division.



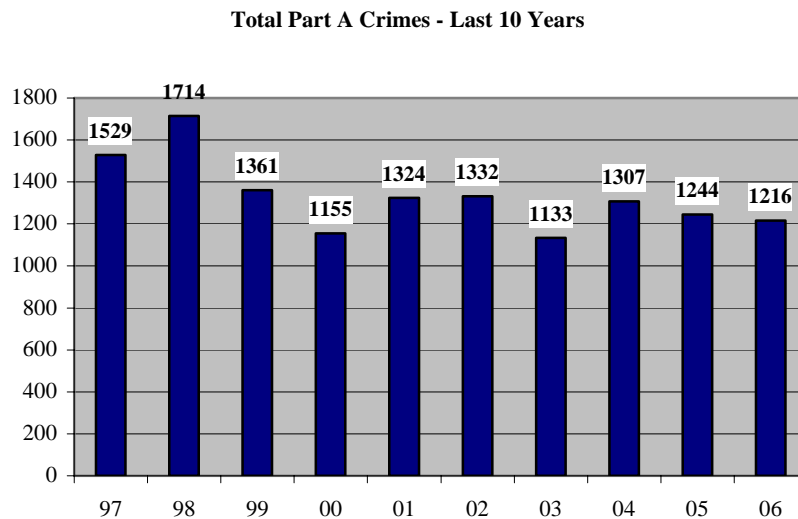
**Allen Gustie, Andrew M. Amendola, Kaitlin E. Kirby, Yu Kajita, Chief Daniel O'Leary,
Noah J. Brother, Russell S. O'Neill, Dana A. Inchierca and John F. Jennings
(Pictured from Left to Right)**

Crime Overview/Calls for Service

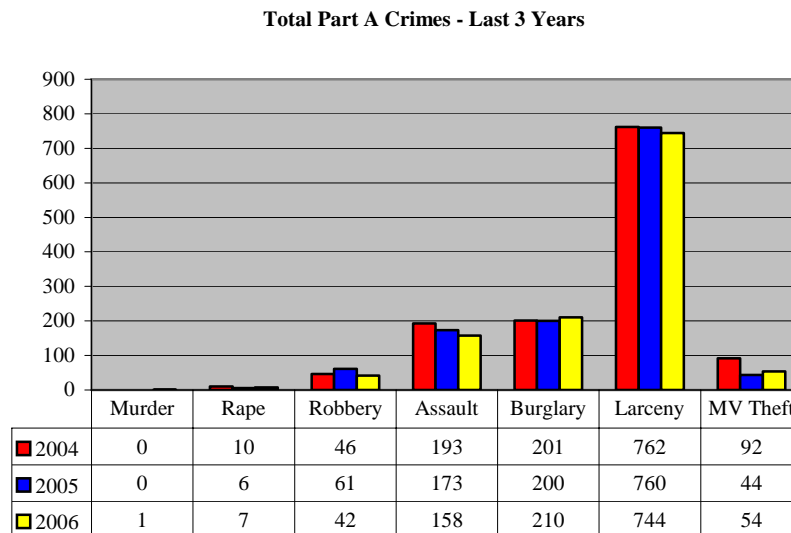
In 2006 the Police Department responded to 73,334 calls for service, with Friday being the day of the week with the most calls and Sunday having the least.

In 2006 there were a total of 1,216 Part A crimes reported in Brookline, down 2% from the 1,244 Part A crimes reported in 2005. The following is a summary of Part A Crimes in Brookline in 2006. Part A Crimes include: murder (and attempted murder), rape (and attempted rape), robbery, assault, burglary, larceny and motor vehicle theft.

As the following graph shows, 2006 had the third lowest yearly total of Part A crimes for Brookline in the last ten years.



The graph below shows the year-to-year comparisons for each crime category. As displayed, crime was down in three of the seven categories this year – robbery, assault and larceny.

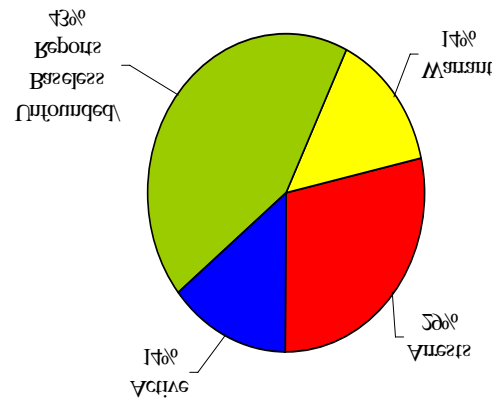


Murder

There was one murder in Brookline during 2006 compared to 0 murders in 2004 and 2005. The victim and defendant were roommates in a mental health facility. An arrest was made in this case, which occurred in January.

Rape – Up 17%

In 2006, there were seven rapes reported, up 17% from the six rapes reported in 2005. Two rapes were forced assaults and occurred between parties known to each other. Both of these cases resulted in an arrest. One rape resulted in a warrant being issued against a healthcare worker in a residential hospital for raping a patient. The suspect in this case has fled the county and the District Attorney's Office has agreed to extradite if he is apprehended. One case is still active pending results of a rape kit. Three of the cases were determined to be unfounded/ baseless and in one of these cases, the complainant was charged with filing a false report.

**Status of 2006 Rape Cases****Robbery – Down 31%**

There were 42 robberies in 2006, down 31% from the 61 robberies in 2005. Of these 42 robberies, 11 involved a firearm, 6 involved a knife, 11 involved the use of another weapon and 14 were unarmed/strong-arm robberies. Twenty-four of these cases remain active, fourteen resulted in arrests and four were exceptionally cleared. The majority of these robberies occurred on the street (26), followed by retail stores (8), banks (2), parking lot (2), hotel (1), bar (1), school (1) and gas station (1).

Aggravated Assaults – Down 9%

There were 158 aggravated assaults reported in 2006, down 9% from the 173 reported during in 2005. Of the 158 assaults reported this year, 4 involved the use of a firearm, 14 involved a knife or some other cutting instrument, 38 involved another type of dangerous weapon and 102 involved the use of hands, fists, or feet. Nine of these cases involved an assault on a police officer and/or resisting arrest. 75% of these cases (118) were cleared by arrest or court action.

Burglary – UP 5%

Burglary is up 5% in 2006 with 210 incidents, versus the 200 burglaries reported in 2005. 147 burglaries (70%) were of residential properties and 63 (30%) were of nonresidential properties, including schools, offices, and commercial establishments. 147 cases remain active, 29 resulted in an arrest or court action, 31 were cleared exceptionally, 2 were carried as service completed and one was unfounded/baseless. October and April saw the highest number of the burglaries with 28 and 25, respectively, followed by July and December with 23 each.

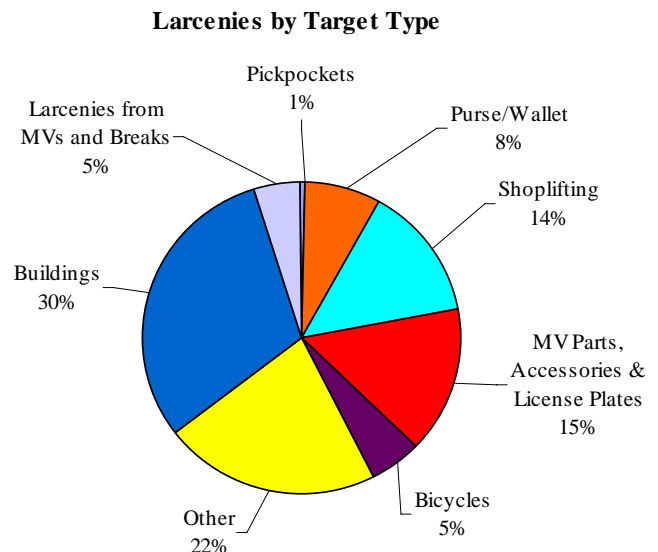
Larceny – Down 2%

With 744 incidents in 2006, larcenies are down 2% from the 760 incidents last year. Please see the chart for the breakdown of larcenies by target type.

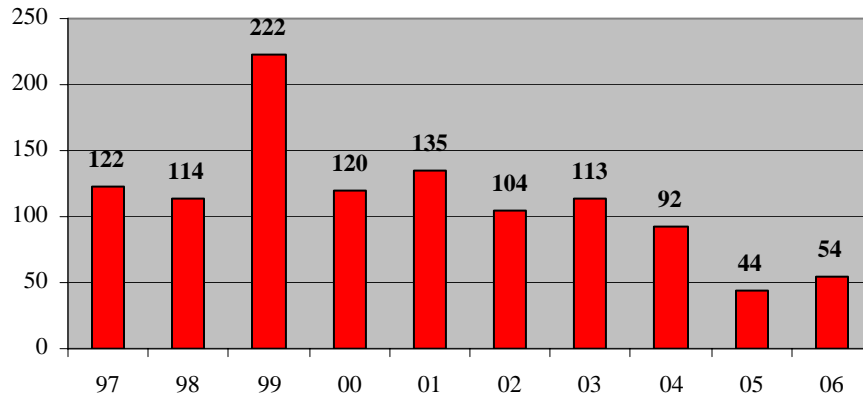
Motor Vehicle Theft – Up 23%

There were 54 motor vehicle thefts reported 2006, up 23% from the 44 reported in 2005 but still down 41% from the 92 thefts reported in 2004.

Of these 54 cases, 22 resulted in an arrest or court action, 22 remain active, 8 were cleared exceptionally due to being recovered, and two were found to be baseless/unfounded (misplaced). Of the vehicles stolen, the most frequent makes were Hondas (17) and Toyota (9).



Motor Vehicle Thefts - Last 10 Years



Police Activity for 2006

- Clearances – In 2006, there were 532 cases cleared, up 24% from the 430 cleared in 2005.
- Arrests – In 2006, there were 846, up 4% from the 811 arrests in 2005. Of these arrests, 71 juveniles were arrested in 2006, up 9% from the 65 juvenile arrests in 2005.
- Field Interviews – In 2006, there were 976 field interviews conducted, up 15% from the 848 field interviews in 2005.
- Moving Violations – In 2006, there were 16,678 moving violations issued, down 24% from the 21,930 that were issued in 2005.
- Parking Tickets – In 2006, there were 148,433 parking violations issued for a total of \$4.2 million in fines and penalties.

Technology Division

In 2006, the Department's technology division obtained and deployed 140 new Motorola XTS2500 portable radios and 28 mobile radios, which are programmed for Regional Interoperability. These new radios allow officers to communicate with other cities and towns as well as other departments within the town. They are programmed with several channels for these various functions, so that one channel is not clogged with all of the day-to-day air traffic. The technology department also obtained 7 Satellite phones, which were issued to the Police Chief, the Fire Chief, the Town Administrator, the Director of Public Health and the Director of Town Emergency Management and our public safety dispatch center. These phones allow these department heads to communicate with each other directly, which is imperative in a major emergency or disaster. Twenty-three new computers were also obtained and replaced aging systems throughout the Department. This division also worked closely with the State and Verizon to upgrade the Enhanced 911 system to locate cell phone callers using GPS technology to map their location within a few meters, enabling our dispatchers to deploy police personnel to the emergency without any time delay.

Administration Division

In 2006 the entire Department participated in significant training as part of the annual in-service training program. These trainings include: CPR/AED and first responder re-certification, defensive tactics and report writing. The Department also acquired new firearms and new expandable batons. The batons, Monadnock Auto-lock 22 Expandable Baton, were issued to all officers in May of 2006. Each officer received specialized training with this weapon as well as re-training in handcuffing, hand-to-hand defensive tactics and re-certification with the O.C. spray. This eight-hour training was held in the Hellenic College Gymnasium, at no cost to the department.



The Monadnock Auto-lock 22 Expandable Baton and Smith & Wesson M&P 40 Caliber Semi-Automatic Pistol

New firearms, the Smith and Wesson M&P 40 caliber semi-automatic pistol, were issued to all officers in November of 2006. Each officer received eight hours of training with this weapon, this training involved familiarization with a new weapon, assembly and disassembly, safety requirements, and cleaning. Marksmanship training involved both daylight and diminished light exercises, engaging single and multiple targets, shooting while moving, close up and distance shooting and malfunction training. Each officer was required to meet a qualification standard, set by the Brookline Police Department and all officers were successful. These newly acquired weapons are more advanced weapons giving our officers the tools they need to protect themselves and civilians who live, work and visit our Town everyday.

Training in Homeland Security continued throughout the year with 124 officer's attending a three-day 24-hour training on decontamination in case of an attack with a weapon of mass destruction. Delvalle institute conducted the training with funding from the government's homeland security initiative. These trainings were on-going from June 2006 to December 2006.

The Department conducted its Community and Organizational Problem Solving (COPS) meetings in 2006. The COPS meetings are attended by all supervisory personnel and are designed to facilitate an exchange between Divisions on crime and disorder problems, department initiatives and administrative issues. These meetings focus on accountability and have been an excellent tool for ensuring that all supervisors are involved in the Department's goals and objectives.



Police Officer John King

In 2006 the Chief of Police issued 65 commendations for excellent police work to officers within the Department's ranks. These commendations are issued for outstanding work performed by officers beyond their regular day-to-day duties. For instance, over the summer months we were experiencing residential burglaries in the area of Columbia Rd. We focused our efforts in this area. An officer spotted a man who was acting suspicious in the area, after observing him for several minutes he stopped him to make a field interrogation and ultimately discovered him to be in possession of several stolen items that were later connected to residential burglaries in both Allston and Brookline.

Through their outstanding performance over the last year, all of our officers consistently demonstrated their commitment to providing the highest quality of police service to the citizens of Brookline. With

professionalism and expertise, they continue to build relationships with citizens in order to improve personal safety, protect individual's rights and property.

Patrol Division

In 2006 the Patrol Division continued to play the most significant role in visibility throughout the Town. This division is the Police Departments largest division and is at the frontline in responding to the day-today calls and delivery of the highest quality of police service to the citizens of Brookline. In 2006 the Patrol Division, utilizing information from crime analysis and intelligence reports, effectively deployed personnel in anti-crime cars, marked and unmarked decoy vehicles, and surveillance operations which resulted in several on-scene arrests for various crimes, including motor vehicle and residential break-ins. The division also continues to use the Situational Analysis Response System to identify crime problems and address quality of life issues.

In 2006 the Patrol Division continued to perform Community Policing assignments which is an allotted time during their regular shift where an officer self initiates him/herself to visit local merchants and engage the public in a specific area of town. This program is designed to promote positive relationships between police officers and community members throughout the Town.

Criminal Investigation Division

In 2006 the Criminal investigations division began utilizing the new Automated Fingerprint Identification System, (SPEX/AFIS) which is a database of palm and fingerprints. This system has yielded the Department eight identifications to five suspects this year. Two of these identifications were from latent palm prints. Additionally, the Division cleared two cases from 1999, two cases from 2000, one case from 2001 and one case from 2003. The types of cases from which identifications have been made are residential burglaries, motor vehicle breaking and entering and larceny cases. By acquiring this equipment and having the foresight prior to acquiring the system to maintain palm prints of all arrested persons, we currently have the only significant searchable database of palm prints in the State.

The Division also formulated and issued a special order designating a detective to conduct administrative inspections of garages. One crime of ongoing concern is the theft of motor vehicle parts and accessories. These inspections will insure that Brookline businesses involved in repair and sale of motor vehicles and/or parts will not be involved in procuring, selling or utilizing these vehicles or parts from unauthorized sources.

In 2006 the Division successfully augmented investigative personnel with an anti-crime officer on loan from the Patrol Division for thirty-day tours of duty. These officers were involved in drug and prostitution investigations along with targeted crime suppression operations. This program will continue in 2007.

Several detectives participated in various schools for training. One detective attended a forty-hour Basic Narcotics Investigation school, which was taught by the DEA (Drug Enforcement Agency). Our domestic violence detective and advocate attended a sixteen hour training on batterers, which was taught by EMERGE, a counseling and education center to stop domestic violence. The Captain of Detectives and one detective attended a Cold Case training, two of our detectives attended eight hour training on Human Trafficking and two other detectives attended a firearms tracing and tracking training.

The Intelligence Detective continues to be an invaluable source for the Investigation Division. This detective has attended several trainings and is currently linked with eleven cities and towns in Norfolk County, the State Police Fusion Center and The Boston Police. This link is made possible by software we acquired enabling us to share and receive intelligence form these cities and towns in a time efficient manner.

In 2006 the Juvenile Unit collaborated with Brookline High Schools Substance Abuse Counselor's, the Brookline Probation Departments Juvenile Probation Officer, two students from BHS and parents of Brookline High School students to form the Brookline Coalition Against Substance Abuse (B-CASA.) This group meets once every month to discuss the issue of underage drinking and unsupervised house parties, a problem our community frequently faces. The group's primary focus is on prevention and education and each member of the group's input is considered when developing policies in how to deal with teens that are caught by the police with alcohol. One program that continues to be a success is the Diversionary Program, which is a program police officers can refer teens to in lieu of court or arrest. This program is run by the Substance Abuse counselors at the High School and it is designed to educate

teens on the dangers of substance abuse and consequences that come with using and abusing alcohol and drugs.

Community Service Division

In 2006, the Community Service Division continued to address quality of life issues and offered many community safety programs to the citizens of the Town. The programs include: Rape Aggression Defense (a self defense course for woman) in 2006 there were 120 participants. Anger management groups for students, senior alert, gunlock safety, citizen's police academies, including a high school class, CPR/AED First Aid courses and neighborhood crime prevention and safety programs.

In 2005, the Community Service Division collaborated with the Violence Prevention Advocate and developed a pilot program in one of the elementary schools dealing with teenage dating violence and at-risk sexual behaviors of young teens. In 2006 the program has continued and is currently being taught in all eight grammar schools to seventh and eighth grade students. This program is particularly important, because it keeps the kids and police connected. Before this program the police interaction ended at the end of sixth grade and did not continue again until ninth grade. This allows for the connection to be unbroken during two important formative years for teens.

The Community Service Division continues to serve as the Department's liaison to the media. The Commander of the Division is the spokesperson for the Department and the Safety Officer prepares press releases and media information packets. These two roles are extremely important in fostering an open and cordial relationship with the media. Through the media, the Community Service Division ensures that proper notifications are made to the public regarding registered sex offenders living and working the community.

The Safety Officer has also been teaching Internet safety to the seventh graders in all of the elementary schools in Town. He continues to work closely with the elementary schools teaching various safety courses age appropriate from kindergarten to eighth grade.

In 2005 the Community Service Division acquired a new Sergeant position whose primary duties are in the area of homeland security. In 2006 this Sergeant has attended several trainings on Incident Command System and the National Incident Management System, which is designed for universal communication with agencies nation-wide. All public safety agencies are trained in one fashion to better enable clear communications. This system was developed post 9-11 in response to the communication short comings of the different public safety agencies involved in the response to the tragedies of that day. The Sergeant conducted department-wide training in February of 2006. Officers participated in tabletop exercises of possible scenarios requiring response from several Town agencies and each role they would play in response to an unanticipated event. The Sergeant also works closely with the Emergency Management Team, the Medical Reserve Corp. and the Community Emergency Response Team. This position continues to develop and in these post 9-11 uncertain times this Sergeant is keeping the Brookline Police Department on the front line of developments in Homeland Security issues and trainings.

Traffic/Records Division

In 2006 the Traffic Division received funding through the Governors Highway Safety Bureau (GHSB), which enabled them to acquire computer system dedicated for traffic reconstruction, and reporting. The GHSB grant enabled the division to acquired technology to target specific areas throughout the Town where speeding has been identified as a problem, saving hundreds of man-hours. The information also has been shared with other town agencies.

The parking meter collection routes were modified and are much more efficient. The meters were upgraded so that coin jams, the major source of inoperable meters, have been nearly eliminated. This system continues to improve the accuracy of auditing.

The Hackney ID program continued to be another success in 2006. The Division continues to inspect, investigate and coordinate the Town's cab fleet with the Transportation Department.

Once again in 2006 the Traffic Division met every requirement of the International Association of Police Chief's Challenge and was recognized by the Governor's Highway Safety Bureau.

In 2006 the Division continued to work with the Community Service Division in weekly Child Restraint Clinics. These clinics are offered to residents of Brookline and surrounding communities, offering information and instruction on installation and maintenance of child safety seats.

Public Safety Dispatch

The Dispatch Communications Center saw more improvements in 2006. Each workstation was issued a state of the art computer and all of the enhanced 911 terminals were moved onto to the main dispatch floor allowing all dispatchers immediate access to all stations in the event all 911 lines needed a response. The 911 stations were equipped with the GPS technology (Vesta Pallas E-911), which enables them to determine the location of cell phone callers. The Dispatch Center also secured a \$25,000 grant from the Massachusetts Department of Public Health to purchase Priority One Emergency Medical Dispatch Software which interfaces with our in-house system, replacing the old EMD flip cards. This system allows the emergency dispatchers to assist people with medical emergencies with life saving instructions over the phone while emergency personnel are responding.

Animal Control

In 2006, the Animal Control Officer continued to monitor the Green Dog Off-Leash program Town-wide. This officer visited the public parks on a daily basis and enforced the Green Dog Off-Leash hours and locations as well as making sure dog owners clean up after their dogs.

In 2006 the Town of Brookline experienced a high level of wild animals encroaching into residential areas. The police responded to several reports of wild turkeys and deer that were getting trapped in back yards causing injuries to themselves trying to escape as well as deer being hit by motor vehicles on Rt. 9. In some of these instances the animals had be put down due to their injuries, and in other cases the department called in the Animal Rescue League or Bay State Wild Life to trap the animals and bring them to a more appropriate habitat.

Emergency Management Team (EMT)

The Emergency Management Team continues to meet on a regular basis keeping Brookline informed and up to date with issues concerning community safety in times of emergency.

The Emergency Management Team continues to make great strides in preparing our community for possible terrorist attacks, natural disasters and threats of a flu pandemic. Members of the EMT continue to work very closely with the Town's Medical Reserve Corp (MRC) attending several trainings throughout the year on the Flu Pandemic and how to open and operate vaccine-dispensing sites in the Town. The MRC was able to practice what they learned on a smaller scale, during the annual flu shot clinics

The Personal Protective Equipment was obtained last year through a homeland security grant that was deployed to all first responders. Each police officer has a bag designated for them and in the case of an emergency these bags are readily accessible and include every piece of equipment required for a safe response. Fire Department personnel have also issued equipment that is stored in each fire station throughout Town.

The Emergency Operations Center (EOC) continues to be built out with computers and software that will enable the EMT to work in a central location allowing for effective communication with the emergency responders on the scene of an emergency. Members from the Community Emergency Response Team (CERT) and the MRC helped equip the mobile trailer and it is now ready for deployment to serve as a shelter site in case of emergency.

Through the support of the EMT the Police Department conducted another CERT training for volunteers from the community. This year the training was expanded to include an introductory course in Incident Command Systems and P3 (Preparedness, Prevention and Protection). All existing members of the CERT team were invited to these additional trainings and several attended. The CERT team continues to provide support to the Police and Fire Departments. Through many volunteer hours team members have assisted with stocking the new mobile trailer, delivering pamphlets on the triple E virus and the mosquito population in the South Brookline area of town, and assisting with the completion of the police officers personal protection equipment kits. The CERT remains very active and ready to respond in case of an emergency.

As we move forward in 2007, the Police Department will continue to strive for excellence in our services to the Town. As always we will continue to build better relations with our residents, business community and all who visit the Town. We will utilize all of the programs described above to reduce and prevent crime and to maintain the exceptional quality of life throughout the Town. Finally, we will remain diligent in our efforts to keep Brookline safe in this ever-changing world.

FIRE DEPARTMENT

John Green, Chief



Brookline Fire Department Engine 6

The Brookline Fire Department is composed of six divisions with a total budgeted strength of 168 uniformed and civilian personnel. It provides Fire Suppression, Rescue, Fire Prevention and Investigation, Safety Education, in-house training of our personnel, and Emergency Medical Services to the citizens and visitors to our community.

Administrative Division

The Administrative Division consists of the Chief of Department, a Chief of Operations, and an Executive Secretary. The Public Safety Business Office (PSOB) was established to handle the payroll, accounts payable, accounts receivable, purchase ordering and other business functions for both the Fire and Police Departments. The PSBO is staffed with a manager and three clerks, shared by both Fire and Police departments.

Chief Green was promoted to Chief of Department on July 1, 2004. Chief Green joined the department in November of 1976 and rose through the ranks to his present position.

The Chief of Operations position was filled in April of this year for the first time. The position was established to assist the Chief of Department by handling the day-to-day operations of the Department. Deputy Chief Robert T. Moran was selected for this position. Chief Moran was appointed to the Department on February 1, 1971. He advanced through the ranks, with his previous assignment being that of Deputy Chief in command of the Training Division.

Fire Suppression Division

Fire Suppression is the largest division in the fire department. It includes 4 deputy chiefs, 7 captains, 21 lieutenants and 120 firefighters. There are four groups housed in five firehouses, manning two Ladders Trucks, five Engine Companies and one Command vehicle.

Fire companies had the busiest year in Department history, responding to a total of 7,551 calls or an average of 21 calls per day. In addition to emergency responses these Companies are called upon to inspect more than 400 buildings within the community for fire safety compliance. They also conduct approximately 1,200 smoke detector inspections per year.

The Department provided aid to surrounding cities and towns through the Metro Fire System a total of 119 times. These included both response directly to an on going incident and coverage of a community's Fire Companies.

The year saw several multiple alarm fires successfully handled by the Suppression Division. There were no fatalities associated with any fires this year.

In late December we took possession of a new piece of fire apparatus. The "Bronto" Rescue Ladder Platform (RLP) is the first of its kind for the Department. It will be replacing Ladder Company # 1 housed at the Babcock street station. It consists of a 100-foot aerial ladder with a rescue platform and 2000 Gallons per Minute (GPM) fire pump. We are looking forward to getting it into service for the people we serve.

As always, our motto is and always will be: "AT YOUR DOOR IN LESS THAN FOUR".

Fire Prevention Division

One Deputy Chief, One Fire Lieutenant and Two Fire Fighter/Fire Inspectors staff the Fire Prevention Division. They are responsible for code enforcement, which consists of ensuring that all general laws and codes dealing with fire safety are adhered to. They are charged with building plans review and inspection of all new and renovated construction projects. They schedule all additional inspections such as smoke detector inspections, which are handled by the Suppression Division. The division does quarterly inspections of all licensed occupancies where large numbers of people either live or congregate such as nursing homes, lodging houses and restaurants. They investigate all fires occurring with-in the town. The division works with community groups to help in the educating of the public in the area of Fire Safety.



Training Division

One Deputy Chief, one Fire Captain and one Fire Lieutenant staff the Training Division. This division is responsible for the initial recruit training and the continuing training and education of the all department members.

There was one 8-week recruit class this past year. This class was comprised of recruits from Brookline, Needham, and Westwood.

The Training Division hosted Two Emergency Medical Technician, Department of Transportation re-certification courses. The Division along with instructors from the town's contracted ambulance provider, Fallon Ambulance Service provides more than 50 department members with mandated course of instruction. The Division also conducted the yearly CPR and SAED re-certification classes.

In response to the continued threat of terrorism, many courses have been coordinated with the Department of Homeland Security such as the Federally mandated Incident Command System (ICS) and continuing classes that pertain to Weapons of Mass Destruction (WMD), Radiation Equipment Metering and Personnel Protective Equipment.

As always, classroom, drill yard and field training exercises were conducted in all firefighting evolutions such as fire suppression, forcible entry, overhaul, vehicle extrication, self contained breathing apparatus use, ice and water rescue, hazardous materials mitigation, and training with the Metro Fire, Mass Decontamination Unit (MDU) housed at Fire Station 4.

The Training Division is the backbone of our Department and helps to keep our members at the forefront of Fire service delivery capabilities.

Apparatus Maintenance Division

The Apparatus Maintenance Division consists of One Motor Equipment Foreman and One Motor Equipment Repairman. The Division is responsible for the repair and servicing of all fire department vehicles. The staff also maintains all auxiliary equipment such as small pumps, fans, hydraulically powered extrication and forcible enter equipment.

The Motor Equipment Repairman is also a certified Self Contained Breathing Apparatus (SCBA) technician responsible for the maintenance and repair of all SCBA units.

This division also assisted the Chief with specifications for the new RLP. Without these two outstanding individuals the seemingly uninterrupted response of the Department would be nearly impossible.

Fire Alarm and Communication Division

Commonly referred to as the Wire Division, this division is staffed by one Superintendent of Fire Alarms and one Signal Maintainer. They are responsible for the maintenance and up-keep of the municipal fire alarm and communication systems.

Along with all fire alarm boxes, mobile and portable radio's, the Division also maintains the fire station radio and vocal alarm communication system. They also work with private contractors on connection between both residential and municipal alarm systems.

BUILDING DEPARTMENT

Jim Nickerson, Building Commissioner

The Building Department's charge is to oversee all construction, alteration, repair and demolition throughout the town. The Department reviews and issues permits for construction, repair, remodeling and demolition and also issues certificates of compliance and occupancy. The Department staff enforces by-laws and regulations related to zoning, building, plumbing, gasfitting, electrical, fire safety, sprinklers and demolition. The Department performs annual inspections of lodging houses, places of assembly, parking facilities, and common victualler locations prior to their license renewal.

This department is also responsible for the repair and maintenance and capital improvement program for town and school buildings. The department is responsible for the daily operation of the Town Hall, The Stephen Train Health Center and the Public Safety Headquarters building.

The Building Department issued 6,921 permits in 2006. There were 12 new buildings built, 43 additions and 1,106 alterations permits issued in 2006 along with an enormous number of other permits issued for various other types of building construction.

The following projects took place in 2006:

- Excavations and preparations for the construction of foundations and underground parking garages underway for new buildings containing 59 residential dwelling units at 629 Hammond Street.
- Construction started for 29 residential dwelling units in various building types at 327 Hammond Pond Parkway.
- Renovations to the Brookline Public Health Center at 11 Pierce Street completed.
- Construction underway for a New Gymnasium and Athletic Center for the Beaver Country Day School at 791 Hammond Street.
- A new classroom building for the Dexter School at 20 Newton Street completed.
- Construction started for an addition interior renovations installation of a new elevator and Handicap Accessibility improvements for the Christian Science Main Entrance and Administration Wing at 910 Boylston Street.
- Construction underway for an underground parking garage, a new building and adaptive re-use of existing structures for a total of 38 new residential dwelling units at 160 St Paul Street.
- 29 residential dwelling units and first floor commercial space completed at 323 Boylston Street.
- Renovations and Improvements to the Brookline Municipal Pool on Tappan Street underway.
- 12 new Single Family Residences started in 2006 and are presently underway in various stages of completion throughout the Town.



Kirrane Pool Renovations

The following permits and certificates were issued in 2006:

<u>Type of Permit</u>	<u>Number</u>	<u>Construction Cost</u>
Additions	43	13,058,905
Alteration	1,106	56,342,050
Bathrooms	243	4,389,779
Electrical	1,503	89,484,405
Gasfitting	869	1,648,235
Kitchens	312	5,487,456
Mechanical	131	4,779,607
New Building	12	13,882,000
Plumbing	1,338	4,906,064
Roof Repair	178	3,985,893
Siding	16	299,950
Signs	113	129,083
Sprinkler	14	478,840
Swimming Pools	1	25,000
Temporary	6	21,650
Temporary Tents	42	217,310
Board of appeals	61	

Other Certificates Issued:

Occupancy Certificates	219
Certificate of Inspection	440
Builders Licenses	91

Public Buildings

The Public Buildings Division of the Building Department is responsible for all repairs, maintenance, rehabilitation and general upkeep of all Town and School buildings. The support staff provided services to all the Town and School buildings. The Division uses its own staff for almost all emergency calls, small to medium size projects and completion of those items left over from larger projects. Generally large-scale projects and preventative maintenance is performed by outside contractors. Specialized services such as burner/boiler maintenance, fire alarm and glazing services are performed by outside contractors. The division's monitor buildings through energy management systems – 35 in total now. Approximately 2,500 service orders were issued last year to outside contractors. Energy conservation continues to be a priority for the Division.

There were enormous pressures on the budgets due to ever increasing fuel costs plus increased costs for supplies and repairs. Working in harmony with the School Department, we were able to craft a repair and maintenance budget that best met the needs of all the schools yet stayed within budget restrictions. A major factor this year was overcrowding of spaces and certain schools and the creation of new teaching spaces within the boundaries of the building.

The Baker School working in conjunction with the School Administration, requested that two classrooms be modified. The science room was divided into 2 classrooms and a wall was removed in a small classroom in the 1950 wing to create one large room. The spaces are now more user friendly and meets the needs of the schools. A new power source was made for equipment and lighting for the auditorium

The Baldwin School had miscellaneous painting done throughout the building. Also, in keeping with the practice of installing new trash receivers in the Town, a new trash compactor was installed. This will save time and money by allowing less trash pick-ups.

The Devotion School had its old boys locker room renovated into a usable teaching space that included a newly painted and carpeted front room. The old shower area became the new locker room space. Several new outside doors were replaced for safety and security reasons. Many areas were painted and carpeted. The bathrooms had new ceilings, lighting, painting, toilet partitions and fixtures installed. A new state of the art keycard security system was also installed allowing for better control and monitoring of activities in the building.



Devotion Locker Room

The Driscoll School projects focused on the Library. New lighting was installed and an outside paint contractor painted the entire rooms and ceiling. The Building Department also modified an early childhood space that was formally an after school area. Work included a new wall, flooring, new sinks and painting. In August of 2006, it became apparent that there would be a severe need for a new kindergarten space. After meeting with the Principal, the Building Department was able to modify an existing Science room – which included new flooring, ceilings, lights, painting and the installation of a new bathroom. Work was completed just before school started.

Driscoll Kindergarten



The Heath School had its former dishwashing room renovated into a new METCO/gifted and talented teaching space. New air conditioning and ventilation was installed along with new windows, paint, and flooring. New fans were installed in the kitchen and cafeteria. Several rooms were painted as well.

The Lawrence School renovation is still ongoing with work being done by the original contractor. The mechanical system work is also continuing. The Town is also installing air conditioning in the library over the winter. The Building Commission is monitoring the work and not releasing any funds until all work is completed and is correct. Future plans include slate repair work in the summer months.

The Pierce Primary large plans call for new windows for the building. Bids were received and new windows are expected to be installed in the summer of 2008. Meanwhile, modifications to urinals in the “A” wing were done to help the students. Also many areas were painted including the outside. New outside lighting was installed for safety and security.

New Lincoln School had some new ceiling fans installed in the upper rooms to help with ventilation and cooling concerns – especially in the summer months when programs are held.

The Lynch Recreation Center had some new flooring installed and work was done on the wallpapered rooms. Some spaces were also painted. Long range plans for the center include the removal of the vinyl wall coverings and refinish the surfaces. Some spaces were also painted.

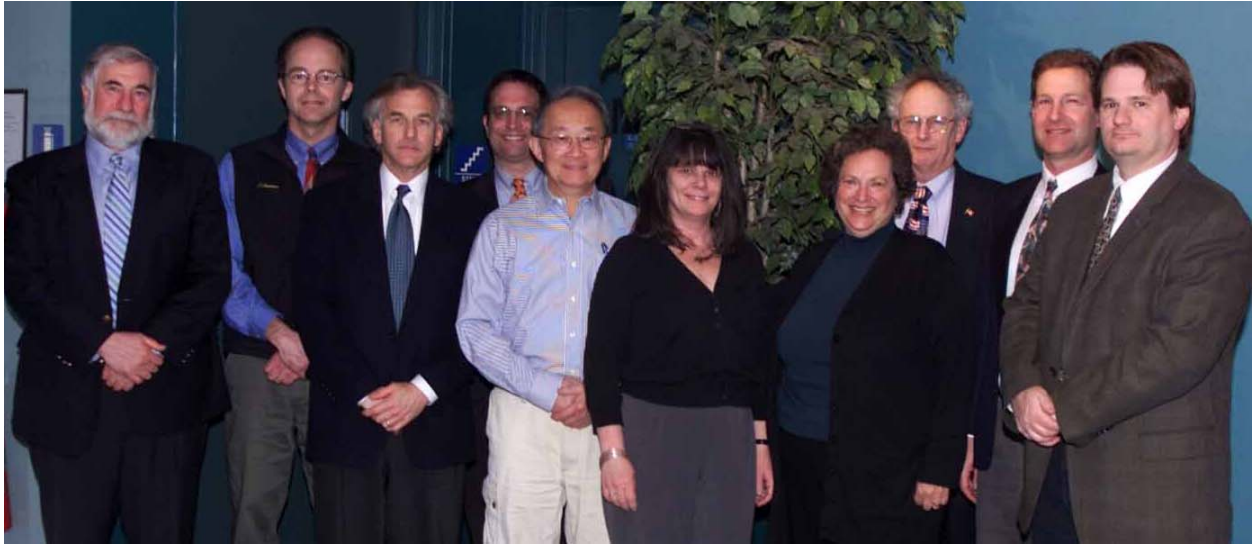
The Runkle School had a space crunch as well. New walls were installed in spaces downstairs to create more teaching spaces for one on one work. In planning with the upcoming renovation of the building, work was limited. New flooring was installed in the cafeteria, and several classrooms.

The High School had some new flooring installed in the hallways. Major portions of the building were painted. New lockers were also installed in the locker rooms. The Phys Ed Gym had new bleachers installed over the summer into the fall.

Town Hall's renovation is on track to begin in summer of 2007. Staff will be relocated to the Old Lincoln. Old Lincoln is being modified to fit the needs of the staff. The Water Department staff moved to the Water Department offices at 44 Netherlands Rd. The DPW offices will relocate to the Municipal Service Center, which is also the home of the new Emergency Operation Center (EOC). Equipment from the Town Hall was relocated to these spaces. The IT Department and Retirement relocated from the Town Hall to the Health Department helping the burden of space requirements at the Town Hall.

Energy prices and construction prices have seen dramatic increases in the last several years. The cost of oil has double over the last two seasons. This has put a tremendous strain on the Town's energy budgets. It has been a very mild winter. This will help with the overall budget environment. The Department explores energy conservation programs.

In order to be proactive on this, the Town Administrator created two Committees to look at the Town's usage and come up with ways to save energy. Using our own staff and looking at how the buildings are operated and can be modified was one objective. We partnered with NSTAR to secure over \$250,000 for energy lighting retrofit projects. The projects included new lights, ballasts and fixtures – in just about every space of several town buildings. The buildings included all Fire Stations, the Water Department Garage, and the entire High School complex, Lynch Rec, Baldwin and Baker Schools. The lighting is brighter, cleaner, and saves the Town of Brookline on average about 20,000 kWh per year. This process will be pursued and other energy conservation programs will be entertained.



Building Commission

In accordance with the Town By-Laws, the Board of Selectmen appoints the five Building Commission members. The Commission's responsibilities include the selection and management of engineers, architects and contractors in the implementation of the Capital Improvements Program with respect to public buildings. The Commission manages all such projects including negotiating contracts, approving payments and change orders, and working with user groups to define the needs and scope of projects within the budgets as determined by Town Meeting.

Projects typically involve a planning or feasibility stage, in which the Commission assists the user group in identifying program and infrastructure needs. If funding is secured, the project then moves into design and the subsequent construction phase. Two full time staff people support the work of the Commission. The staff reports to the Commission on a monthly basis and take direction from it even on a daily basis, if necessary.

In the early part of 2006 the renovations to the Health Center were well underway. The Commission and staff worked with the design team and contractor all through the spring and summer as work neared completion. Around Labor Day, work was substantially complete and efforts focused on commissioning the building and assisting the departments in the relocation back from the Old Lincoln Building. There were significant challenges ranging from making voice and data connections live, to de-bugging the HVAC system, to starting up the solar array and many other issues that were successfully dealt with during the summer and fall months. By the end of the calendar year, most issues had been satisfactorily dispensed with and the Commission was able to add this project to its long list of successful completions.

In the winter of 2006, the design of the Kिरrane Pool structural renovations was completed and the project was bid to coincide with the May Town Meeting. After funding was approved, the Commission agreed to the construction contract and work began in early summer. The project involves demolition and hazardous material abatement, new roofs, significant structural repairs, masonry, new aluminum and glass panels, curtain walls and entrances, new HVAC, lighting and certain electrical improvements. The challenge was to get the building closed up before the onset of inclement weather as fall and winter approached, while at the same time keeping up quality, maintaining the budget and minimizing the impact on the neighborhood and school, as this is a very densely populated area with a large daily student population. All through construction, there were ongoing weather issues along with noise complaints by

neighbors and issues relating to odors in the adjacent school buildings. Staff worked closely with the neighbors, the Health Department, school staff and administration and the contractor to address these issues as they arose. By the end of the calendar year, work was coming to a close with plans to open the pool in the spring of 2007.

In the summer of 2006, the Town decided to delay the Town Hall project so that bids would be received for May 2007 Town Meeting. This meant that the relocation schedule had to be adjusted to reflect the new dates. The Commission and staff continued to work with the design team, Town Administrator's Office, the Project Oversight Committee and many others to continue the design and carefully watch the costs. In the second half of the year, an estimate showed the cost of the project was significantly higher than had been planned. Again, the Commission and staff worked with all parties to implement a value-engineering program in an effort to bring the costs back into budget. The plan remains to bid the project to coincide with May 2007 Town Meeting. Staff continued to work with all departments in Town Hall to craft the relocation plan and schedule.

Other projects during 2006 included the completion and bidding of the Pierce Primary window replacement project with a contract awarded in December and work expected to be complete in the summer of 2007. The Driscoll School cafeteria and kitchen renovations were completed, as was the Pavilion Netting installation in the Tappan Street Gymnasium tennis courts. New bleachers and motorized backboards were also installed. Significant progress was made on the Fire Department Fleet Maintenance facility at Station #6 feasibility study with the goal of completing the study in January 2007. The Lawrence School Masonry portico repairs were completed and work began on the library and administrative offices air conditioning.

Other projects in design included the Putterham Library HVAC, Fire Alarm and accessibility improvements, BHS roof and repointing work, and the Lawrence School roof repairs.

The year 2006 was very busy and productive for the Commission and everyone is ready for even greater challenges in 2007 with the Town Hall project and all its complexity and the variety of other projects all in the context of changing bid regulations and difficult budget realities.

Board of Examiners

The Board of Examiners was established under the Town of Brookline Building Code. Today this Board is established under the Massachusetts State Building Code. The Board consists of three members (an engineer, an architect, and a licensed contractor) all appointed by the Board of Selectmen. Presently, the Board members are Barnett Berliner, and Fred Lebow. The Board meets when required to hold licensing examinations to ensure that all work in the construction, alteration, removal, or demolition of buildings or structures in the Town is performed by qualified licensed persons. All of the meetings are conducted under the Open Meeting Law, which requires notice of such meetings be posted to the public and that accurate records of the Board's proceedings be maintained.

During 2006 a total of 0 licenses were issued and 91 licenses were renewed.

DEPARTMENT OF PUBLIC WORKS

A. Thomas DeMaio, Commissioner

ADMINISTRATION

Management

The Department of Public Works (DPW) divides its multiple responsibilities for the management, maintenance and operations of the Town's infrastructure among five principle Divisions: Administration, Engineering and Transportation, Highway and Sanitation (including Fleet Service), Parks and Open Space (including Forestry, Conservation and Cemetery), and Water and Sewer.

Each of these five Divisions is headed by a Director, charged with staff, budget and management responsibilities that are tailored to the specific public resource under their jurisdiction. Peter Ditto, PE, directs Engineering and Transportation, while Erin Chute leads Parks and Open Space. Lester Gerry is the Director of Highway and Sanitation, and Andrew Pappastergion serves in the dual role of Deputy Commissioner, as well as Director of the Water and Sewer Division.

Overseeing each of these Directors is the Commissioner of Public Works, A. Thomas DeMaio. Together with his management team, the Commissioner establishes both long and short-term policy direction, forecasts annual operations and capital budgets, and structures departmental management and staffing.

For purposes of departmental scale, Brookline DPW employs approximately 181 full-time, permanent individuals and has an annual operating budget in the order of \$12.3M, excluding the Water and Sewer Division, which is operated as an enterprise with an annual budget of approximately \$23M. In addition, DPW Capital Improvement appropriations totaled \$7.1M (including the Water and Sewer Division, in this case)

Middle Management

While each division within Public Works is lead by a Director, the middle level management structure, providing support and assistance to the directorial team, is functioning at full compliment division-wide.

Each of the DPW divisions then supports a middle management structure as follows: David Friend is in the position of Assistant Director of Transportation within the Engineering and Transportation Division; Kevin Johnson works as the Operations Manager within the Highway and Sanitation Division; Mark Parece is the Fleet Maintenance Supervisor, also within the Highway Division; Phil Trainor fills the position of Operations Manager within the Water and Sewer Division; Andrew Bressi is the Operations Manager within the Parks and Open Space Division; and lastly, Tom Brady holds dual positions, as both the Tree Warden and Conservation Officer.

Administrative Team

Situated in Town Hall, the Administrative staff is critical to the daily functions of the Department of Public Works. Julie Piacentini is responsible for the administrative activities of the DPW Commissioner's office and holds the job title of Administrative Assistant to the Commissioner. Also working out of the Town Hall DPW headquarters, Larry Bowden serves the entirety of the DPW as Systems Administrator, a vital resource facilitating, installing and trouble-shooting information and communication technologies deployed by all Divisions.

Deborah Manouk, Sueretta Channer and Joshua Layne work as a team within Public Works that provides critical administrative services to all Divisions. These individuals deal directly with public queries regarding work schedules and permit issuance, refuse billing, customer service, while maintaining employee payroll and departmental budget/billing records. All invoice payments, requisitions and purchase orders are also facilitated by the Administrative staff.

Besides the core Administrative team centered in the Town Hall, Deborah Baker and Cheryl Mavrikos serve the Water and Sewer Division in similar administrative, customer service and support roles, while Heather DeLuca and Cheryl Cherico serve the Highway and Sanitation Division as Head Clerk and Assistant Garage Clerk, respectively. Maryellen Deane and Virginia Speitel, work with the Parks and Open Space Division in the roles of Senior Garage Clerk and Conservation Assistant, respectively.

Mr. Todd M. Kirrane, serves as Senior Clerk Secretary for the Engineering & Transportation Division. This key administrative post is responsible for public queries concerning Transportation Rules & Regulations within the Town of Brookline and coordinates the Town's overnight and daytime permit parking programs.



Tree Planting Committee

Public Guidance and Governance

Brookline citizenry play an integral role in Town management, programming, and politics through an appointed structure of official Boards and Commissions. The Department of Public Works operates within this vein of public participation, supporting the roles of specific project advisory or selection committees, targeted task forces, and boards or commissions with certain mandated authorities or controls. The following boards and commissions, whose memberships are appointed by the Board of Selectmen, work on a permanent and prescribed basis with various of the Public Works' Divisions: Park and Recreation Commission; Tree Planting Committee; Conservation Commission; Transportation Board; Solid Waste Advisory Committee; and the Trustees of Cemeteries.

2006 Highlights

National Public Works Week (NPWW)

The Town of Brookline celebrated National Public Works Week in 2006 with a DPW Open House field trip for over 400 third grade students in the Brookline school system. The Municipal Service Center, home for the Brookline Highway and Sanitation Departments, opened the doors at 8:30 AM and continued through the school day. The DPW extended the Open House into the evening hours for the Brookline community, Town employees, and their families. Each Division set up displays and tours, from recycling to surveying, to examples of heavy equipment, such as large highway trucks and front-end loaders.





In addition to the many hands-on activities, instructional exercises and big equipment exhibits provided by DPW divisions, visitors were given a small annual flower that they could take home, plant and watch grow.



Annuals distributed to Brookline School Children

Highlights from this annual event, include permitting school children the opportunity to interact with DPW employees, equipment and infrastructure, lessons about recycling, inspecting heavy equipment with the Highway section, understanding plants and maintenance equipment with the Parks division, and learning about what's under the street and where the water and waste travels with the Water and Sewer division:

Evening with the Commissioner and Staff

Prior to Town Meeting, the Commissioner of Public Works holds a special informational meeting that addresses questions, concerns, and comments regarding the operations of the Department of Public Works. The annual "Evening with the Commissioner and Staff" meetings have been a success. This annual event is a special forum for a more in-depth discussion of issues concerning the Department of Public Works.

American Public Works Accreditation Program

The Brookline Department of Public Works has begun the process of accreditation through the American Public Works Association. It is a voluntary, self-motivated approach to objectively evaluate, verify and recognize compliance with the recommended management practices. The first phase of the accreditation process is a self-evaluation and review of the procedures and policies which are currently in place. This phase is largely complete and the process will continue as the department works to ensure full compliance with the recommended management practices. This accreditation program is an intensive effort which when completed is intended to strengthen the operational and procedural capabilities of the Department.

Highway, Sanitation and Fleet Services Division

The Highway, Sanitation and Fleet Services Division is structurally divisible into four independent, though cooperatively functioning units:

The Highway Section provides for the maintenance of the Town's streets, sidewalks, tree lawns, public pathways, municipal and school parking lots, and paved play areas, along with other roadway appurtenances including curbside benches, litter baskets, fencing, and guardrails. In addition to the surface repair of streets, sidewalks, and pathways, the Highway Division is responsible for the clearing of snow, sand, leaves, litter, graffiti, and other unwanted debris from public ways and facilities.

The Sanitation Section is responsible for the provision of residential solid waste collection and disposal services for 13,271 residential customers and a recycling and recovery program that includes the annual collection of residential household hazardous wastes.

The Fleet and Facility Services Section is charged with the acquisition and servicing of all town-owned vehicles, excluding the Fire Department's emergency response fleet. In addition, this Section assists in the administration of the Town's taxi licensing and inspection program, as well as the routine physical maintenance of all Department of Public Works buildings, including garages, office, and storage facilities town-wide.

The Traffic Systems Section is accountable for the recurrent maintenance and repair of traffic related roadway appurtenances, including traffic signals at 60 intersections. In total, this inventory is comprised of approximately 1,120 individual signals, all streetlights, 2,500 parking meters, 28 school zone warning lights, 8,000 signs, and pavement markings on the more than 200 lane miles of streets throughout the Town.

Highway Accomplishments

The Highway unit is responsible for the maintenance of more than 200 lane miles of asphalt roadways and 150 miles of sidewalks of varying surface types. In 2006 Highway continued its effort to make intermediate repairs to roadways and sidewalks in an effort to preserve their surface integrity for the safety of the public and to keep them clean and more aesthetically appealing. The Section continued its program of working in conjunction with contractual services to accelerate the replacement of sidewalks in areas of the Town where pedestrian traffic is heaviest and the sidewalks are in an advanced state of deterioration.

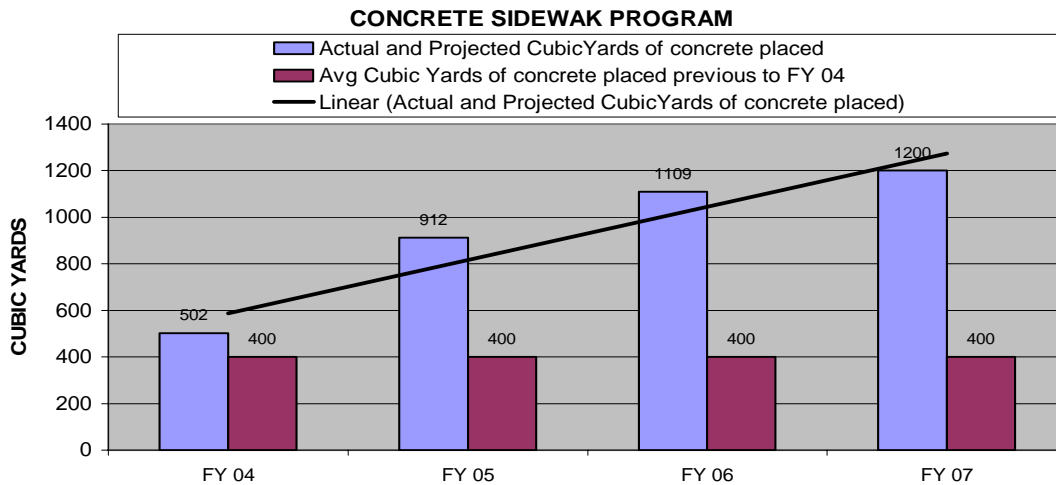
HIGHWAY STATISTICS 2006

Bituminous Concrete	360.61 tons
Concrete	1109 cubic yards
Leaves Collected	3325 tons
Street Sweeping	1579 tons
Waste Concrete, Asphalt & Gravel	2980 tons
Snow Storms / Events	12
Snow Accumulation	41.3"
Household Hazardous Waste Day	698 resident participants

2006 HIGHLIGHTS

- A few years back the Highway Division added a new piece of Litter Control Equipment, "The MAD-VAC". The goal was to provide better litter control over a larger area with no increase in manpower. The unit was so successful and praised by so many business establishments that a second unit was added, doubling our litter efforts.
- The main focus of the Highway Division over the past four years has been Sidewalk Replacement. Each year the Town Highway crews have increased the volume of concrete placed from 400 yards in FY03 to more than 1,100 yards in FY06. The 275% growth was achieved through training, cross-training, sound equipment, and a dedicated

workforce. The ability to sustain this level of productivity is solely based on funding to purchase concrete.



Sanitation Accomplishments

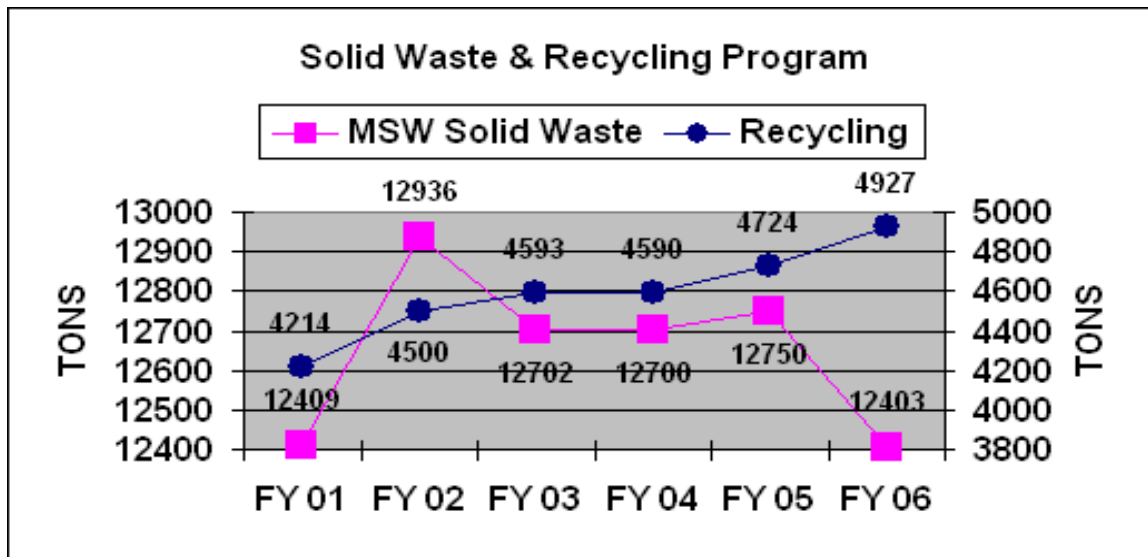
- The contract for Recycling was re-bid in early 2005 with the goal of revamping the program to provide better service at a reduced cost. The new contract has exceeded our objectives. New collection vehicles were required to reduce trips to the transfer station and avoid noise of transferring the recycling products at the Town facility. The new vehicles are able to collect the days recycling and direct haul the material to the recycling facility. The types of plastics were increased in this contract from 1-3 to 1-6. The contract provides scholarships for high school students and recycling awareness for the elementary children via a professional skit performed at each school. The financial benefit was achieved through the sale of paper: The DPW entered into a direct agreement with the recycling process facility and this has generated over 180,000 dollars net savings back to the Towns General Fund in FY06.
- The new recycling contract, hard work of the Solid Waste Advisory Committee and the Highway & Sanitation Division has produced a decrease in the municipal solid waste volume and an increase in the recycling volume and better public recycling awareness.



Recycling Education

- The addition of small trash compactors at various public buildings has reduced illegal dumping, reduced the frequency of pickups and has provided a cleaner appearance at the facilities. They have worked so well that the balance of the public buildings will be completed in FY07.

Sanitation Statistics 2006



SOLID WASTE CODE ENFORCEMENT PROGRAM	
Solid Waste Complaints Received (Approx.)	79
Inspections/Reinspections	100
Solid Waste Warnings Issues	1,117
Solid Waste Tickets Issues	1,143
Order letters Issued	0
Tickets Resulting in Court Action	
Dismissed by Court / Issuing Inspector	11
Number Of Tickets Outstanding	27
Total Amount of Fines from Outstanding Tickets	\$1,750
Total Number of Tickets Paid	47
Total Amount of Fines Collected	\$2,100
Number of Waste Haulers Permitted	46
Waste Hauler Permit Fees Collected	\$19,230

SNOW ENFORCEMENT	
Complaints	5
Warnings	48
Fines	0
Dismissed	

Fleet and Facility Services Accomplishments

The Fleet and Facility Services section of the Division is responsible for the acquisition, inventory, inspection, maintenance and disposal of all mechanized Public Works equipment, with the exception of the Water and Sewer Division's equipment. The Fleet Services Section also maintains and inspects all other automotive / truck equipment within the Town except for equipment operated by the Fire Department. In addition the Fleet and Facility Services section is also responsible for routine maintenance and management of the Municipal Service Center, the Transfer Station, and the Parks and Open Space maintenance facility at Larz Anderson Park.



**Members of the Fleet
Maintenance Staff**

2006 HIGHLIGHTS

- A multi-shift service program was implemented during the fall, winter and spring months. This enabled the section to better serve the needs of all departments. Operating two maintenance shifts during the day improved response time to breakdowns and drastically reduced vehicle downtime.
- Preventive maintenance programs for automotive equipment were refined and intensified to both preserve equipment value and ensure the operational efficiency of each unit.
- A strong and continued emphasis on technical training has benefited the section enormously. By utilizing vendor and manufacturer relationships, technician training has been increased at minimal or no cost to the Town. The increase in training hours has directly improved technician efficiency and productivity.
- Over the past year, Fleet Services has concentrated on improving communication, and scheduling routine maintenance programs with all Town departments, resulting in better and more efficient vehicle maintenance.
- The continued procurement of standardized vehicles has enabled The Fleet and Facility Section to successfully equip the entire fleet heavy duty snow fighting units with a computerized salt / sand system. This system enables the operator to select the appropriate application rate along with providing accurate and valuable reporting.
- The Fleet and Facility Services Section continued to standardize its vehicle procurement specifications. New and environmentally friendly vehicles are being acquired and utilized, which adhere to the new standardization guidelines.
- In conjunction with the DPW's Transportation Division and the publicly appointed Transportation Board, the bi-annual taxicab inspections were completed.

Traffic Systems Accomplishments

Brookline's Traffic Systems Section is responsible for the maintenance of Traffic Signals, Parking Meters, Pavement Markings, Ornamental and Utility Street Lights, Signs, Graffiti and Sandwich Boards. During fiscal year 2004, along with daily, weekly, and monthly maintenance routes, the division executed work orders issued by the Transportation Division for regulatory sign installation, pavement markings and parking meter modifications. Responsibilities and accomplishments follow below:

- Traffic Signals- The Traffic Systems Division is responsible for the maintenance of the signalized intersections, flashing beacons and school zone flashers.
- Parking Meters- The maintenance of parking meters is a daily task of Traffic Systems Section and during fiscal 2006 this section repaired over 6,500 meters. The Traffic Systems personnel also removed and installed parking meters in areas where Highway maintenance and Engineering construction projects were to take place.
- Signs and Pavement Markings - The Town continues to upgrade street signs, stop signs and poles to meet the current Manual of Uniform Traffic Control Devices (M.U.T.C.D) standards of text size and retro-reflectivity. The Traffic Division has worked with the Engineering Division on a program to

standardize pavement makings throughout the town. Part of the program is utilizing new marking products like 3M inlay tape and logos.

- Street Lights - The maintenance of street lighting is managed by the Traffic Systems Section, this includes ornamental, park, path, and standard street lighting totaling over 4,000 lights. In addition to this, banners, flags, and other festive event materials are installed each year.

Water and Sewer Division

The Water and Sewer Division operates and maintains the Town's water and wastewater utility systems consisting of 355 miles of main piping and appurtenances that provide the entire population with reliable drinking water, for both domestic use and fire protection, and for the collection of sanitary sewage and storm water drainage. The operation of all three systems is done in strict accordance with all federal, state, and local laws, ordinances, and regulations to promote the health, safety, and welfare of the community.

Under the leadership of the Director, the Division's administrative staff efficiently and courteously handles all water and sewer business functions, including payroll, accounts payable, licensing, permitting and customer relations. Over 2,000 requests for information and assistance and nearly 40,000 utility service invoices are processed annually, with over 1,600 billing complaints and inquiries investigated and resolved. In conjunction with the metering section, division staff service and maintain 10,078 water meters. During 2006, the administrative staff reviewed and processed 54 applications for licensed drain layers and issued 90 permits for repairs to sewers and drains.

Water Distribution System

Components of the water distribution system include 135 miles of cast iron and ductile iron mains, 2,027 line valves, 1,555 fire hydrants, 10,400 service connections, and storage facilities for nearly 14 million gallons of water. During 2006, the Division installed, repaired or replaced 197 service pipe connections, repaired 82 service and main leaks, and repaired or replaced 29 fire hydrants, generating annual revenues of \$35,746. In addition, the Division conducted 25 fire flow tests yielding \$6,250 in revenue. Emergency response was provided for 588 service requests and 317 complaints were investigated and resolved for water quality, water pressure, and leakage problems. The Division purchased 2,010 million gallons of water from the Massachusetts Water Resources Authority (MWRA), representing a decrease of 5.1% over 2005, with average daily usage of 5.506 million gallons and maximum daily usage of 7.511 million gallons. Retail water sales generated \$9,953,483 in revenue.

The Division's Cross Connection Control Program, established in 1989 pursuant to the Drinking Water Regulations of the Commonwealth of Massachusetts, has inspected all high and moderately high risk facilities throughout the Town and identified 1,982 violations requiring the installation of 1,104 backflow preventer devices on irrigation systems, fire sprinkler systems, and high hazard plumbing systems. Annual testing of these devices by Division staff is mandated by state regulations.

In March 2005, the Board of Selectmen awarded a contract to AMCO Water Metering Systems for the procurement of 9,703 residential and commercial water meters in the amount of \$1,703,563. In July, the Board awarded a contract to National Metering Services for the installation of the meters and a new radio frequency meter reading system in the amount of \$891,700. The new meters will replace 20 year-old meters that have exceeded their useful life. The reading system will provide for increased meter reading efficiency and the ability to collect and process readings monthly using radio frequency technology. The installation contractor, with the assistance of Division staff, made significant progress during 2006 with the installation of nearly 8,500 meters. Final completion should be reached by July, 2007.

Wastewater Collection Systems

The wastewater collection system is made up of two independent pipe networks. The first consists of 104 miles of separated sanitary sewers and 7 miles of combined sewers that discharge through four sewer districts directly to the MWRA interceptors for treatment at Deer Island. The second system comprises 101 miles of storm drains that collect runoff and roadway drainage from 3,296 catch basins and discharge through 12 drainage districts to the Muddy River, Saw Mill Brook, Stony Brook, and the Charles River. The major part of both systems was constructed between 1880 and 1930 and includes pipes sized from 6-inch to 150-inch in diameter.

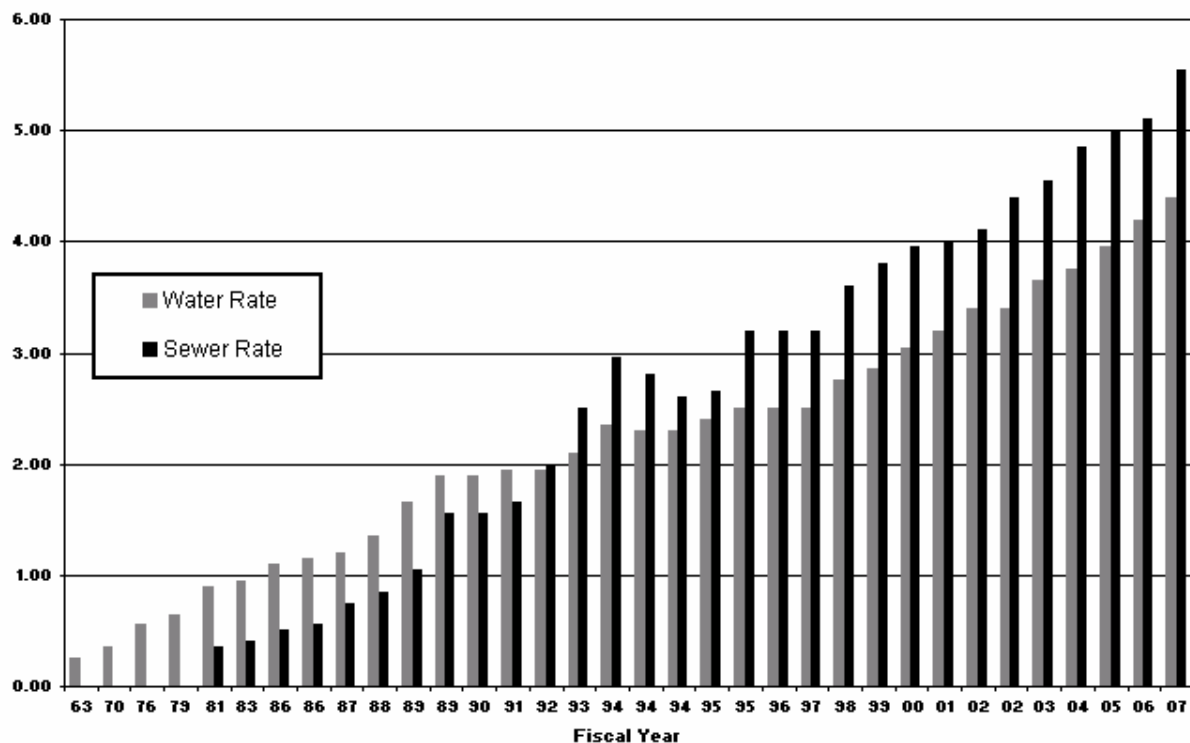
During 2006 emergency assistance was provided for 142 requests involving broken, plugged or backed up sewers and drains as well as the repair of 27 blockages. Structural repairs were made to 71 catch basins and manholes and 1,944 catch basins were cleaned generating 945 tons of accumulated sand, sediment, and debris. The Division discharged 4,628 million gallons of wastewater to the MWRA sewer interceptors during 2006, resulting in an average daily flow of 12.68 million gallons, which was 17.7% more than the total discharge for 2005. Total operation and maintenance costs for wastewater collection were offset by \$10,393,894 in revenues generated by the sewer use charge, which is assessed based on metered water consumption.

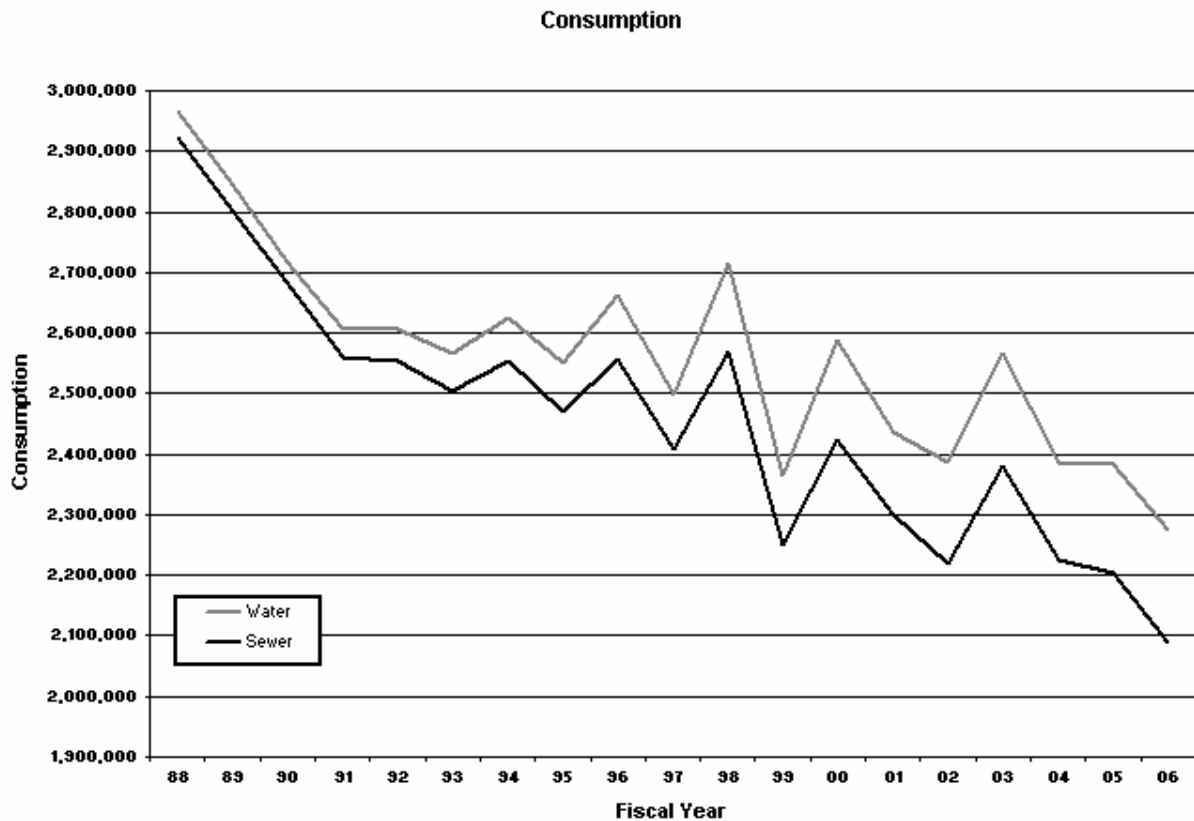
The recommendations of the 1998 Wastewater System Master Plan continue to be implemented. Construction projects to correct sewer system deficiencies have been identified and categorized as 1) structural improvements, 2) sewer and drain separation, 3) infiltration reduction, 4) hydraulic capacity restoration and 5) cleaning and TV inspection to identify areas for further investigation and maintenance. Projects are designed and constructed with the overall goals of eliminating sewerage backups into homes and businesses, preventing costly system failures and lowering MWRA wholesale sewerage discharge costs.

In July 2006, the Board of Selectmen voted to accept a \$9 million grant from the MWRA for the separation of combined sewers within the Town that are tributary to the MWRA Cottage Farm CSO Facility. The grant funds were made available as part of a federal court order to MWRA requiring the reduction or elimination of combined sewer overflows to the Charles River during storm events. A design contract was awarded to the BETA Group, Inc. in November to begin the design and construction of the project in compliance with the court schedule. It is anticipated that this project will eliminate the remaining eight miles of combined sewers currently within the Town and significantly reduce the total wastewater flows discharged to the MWRA interceptors for treatment at the Deer Island plant.

As a result of increases in debt service for wastewater projects and MWRA wholesale assessments, as well as a decrease in water consumption, the Board of Selectmen increased the retail water rate from \$4.20 to \$4.40 per hundred cubic feet and the sewer use charge from \$5.10 to 5.55 per hundred cubic feet of water consumed. The new rates represent a combined increase of 6.99% and were effective on July 1, 2006.

Water & Sewer Retail Rates





Representation to the Massachusetts Water Resources Authority was provided by Charles P. Barry, of the Engineering Division, who serves as the Town's designee to the MWRA Advisory Board. In addition, Andrew M. Pappastergion, Director of the Water and Sewer Division, was re-elected to a fourth term as a member of the MWRA Board of Directors representing the 61 cities and towns of the Metropolitan Boston service area.

Parks and Open Space Division

The Mission of the Parks and Open Space Division is to develop a clean, green, safe, accessible, well maintained network of parks and open spaces for both passive and active recreational uses that preserves the historic integrity and cultural significance of Brookline's landscape.

Despite the developed character of Brookline and its proximity to Boston, a significant area of the Town is still open. Neighborhood parks and tree-lined streets, as well as grand open spaces such as Larz Anderson Park and the Emerald Necklace Park system, are a signature of Brookline's character. The remarkable presence of this open space is due in large measure to the foresight of earlier citizens. Brookline was greatly fortunate to receive some important donations of land, to have Town leaders who purchased open space for public use, and to have residents with exceptional strengths in this area such as Frederick Law Olmsted, architect of the Emerald Necklace.

The Parks and Open Space Division, in conjunction with the Recreation Department, maintains over 600 acres of public open space, comprising 17 parks, four sanctuaries, 22 playgrounds, land around 12 public buildings, four parking areas, 2 cemeteries, 41 traffic islands and an extensive network of street trees throughout the Town. The Division maintains 21 multi-use playing fields, 22 tot lots, 19 basketball courts, 36 hard surface tennis courts, and one set of 6 clay courts. In addition, the Division maintains a full sized outdoor skating facility (the Pavilion), at Larz Anderson Park.

2006 HIGHLIGHTS

Park, Open Space and Recreation Master Plan

In 2006 the Park and Recreation Commission, Recreation Department, and the Parks and Open Space Division with the assistance of the public and numerous Friends and user groups completed the *Parks, Open Space and Recreation Strategic Master Plan*. The Master Plan constitutes a long-term vision that is principally a guiding policy, management, and service delivery document. The Master Plan is specifically focused on community resources and facilities, recreation and open space goals, needs concerning parks, community recreation and conservation lands, and programs and park maintenance strategies. The Plan provides a menu of recommendations for providing improved services and facilities to the community to meet the greatest existing and future needs. To accomplish this, the Master Plan consolidates existing information; accumulates and incorporates related planning efforts; utilizes citizen surveys, stakeholder input, and community feedback; and maps data to determine both the existing and desired level of service related to parks, open space and both passive and active recreation. The Plan was voted on by the Park and Recreation Commission in May and adopted by the Board of Selectmen in June 2006.



Parks & Recreation Commission



The Town of Brookline's first synthetic turf field was successfully completed in the fall of 2006 in conjunction with a complete resurfacing of the perimeter track. A grand celebration was held on Sunday, November 5th, 2006 to honor Robert Kraft and to thank the community for their support. The renovation provides an extraordinary improvement to the park with a more durable and consistent playing surface.

The Park and Recreation Commission has struggled with the issue of overused fields for over 15 years. The Town currently has a significant shortage of field space. Due to the demand for field space and shortage of fields the Town is consistently over using the fields and unable to allow time to rest and re-establish the turf grass. Even with an aggressive field maintenance program the Town cannot develop quality playing fields

without resting them. After eight public meetings to discuss the proposal for synthetic turf at Harry Downes Field, the Park and Recreation Commission voted unanimously in favor of the proposal.

The Kraft Family Athletic Facility will provide a safe quality playing field for the residents of Brookline that can be played in following wet weather and has an expected lifespan of 10-12 years. The field installation was funded through a \$400,000 gift from the Kraft Family Foundation, a \$200,000 NFL grant and \$300,000 in Town and CDBG funds. The Brookline Community Foundation played a major role in the partnership by facilitating the private and grant funding.



Kraft Family Athletic Facility at Harry Downes Field

The Green Dog Program - Initiating a New Direction

In May 2006, Town Meeting voted to amend Article 8.6 of the Town's by-laws to allow the Park and Recreation Commission to establish designated off-leash areas at specified hours subject to dog owner etiquette and education, public review and annual evaluation.



Bulb Planting

Brookline in Bloom

In 2004-2005, the Parks and Open Space Division planted over 100,000 bulbs around libraries, schools, parks, playgrounds, traffic circles, medians, cemeteries and civic spaces to celebrate the Town's tercentennial. The result yielded a truly remarkable spring. In 2006, the Division planted 50,000 bulbs. School children throughout Town worked with Town staff to plant the bulbs. The Brookline Community Foundation helps fund this magnificent beautification project annually.

Minot Rose Garden

The Friends of Minot Rose Garden and the Division have established a partnership for the maintenance and management of the recently restored rose garden at Winthrop Park. The garden features over 60 different rose types, ranging from large old-fashioned English Roses, to modern striped Hybrid Tea Roses. Planning and fundraising is underway for an ornamental fence to protect and accent the new garden.



Minot Rose Garden

Larz Anderson Park

Work on the Larz Anderson Park Master Plan continued in 2006. The Design Review Committee is continuing to plan for and prioritize park restoration projects with an emphasis on historic walls and structures, access/pathways and roadways, and horticulture improvements. The park perimeter and quadrant of the park along Newton and Avon Streets are also being improved.

Parks, Schools & Public Grands

The Parks and Open Space Division provide maintenance for and repair of all play equipment, park furniture, walkways and fixtures in the Town parks, schools and public grounds. The Division continues to plan and implement improvements to the parks, open spaces, fields, fences, and pathways associated with areas that undergo heavy use and deterioration daily. In 2006, school grounds and athletic fields throughout Town were weeded and mulched, shrubs were edged and trimmed, grass was fertilized and trees were pruned. In preparation for the school openings in September, walkways were repaired and swept, plantings at the school entrances were installed and special attention was given to each of the playground areas.

2006 Highlights

Monmouth Park

The completed renovation of Monmouth Park was celebrated on Sunday, September 24th in conjunction with the Friends of Monmouth Park and the Brookline Arts Center. The celebration acknowledged the many neighbors and park advocates who participated in the design process and those who contributed to its implementation. A large crowd of neighbors and park users attended, and enjoyed music by the Brookline Band and food generously provided by Taberena de Haro, Dunkin' Donuts, the Beacon Street Tavern, Trader Joe's, Johnny Fresh Market, and Savoy French Bakery. In a very dense part of Brookline, the Park has been successfully transformed into a destination for the neighborhood to gather and play. The park improvements included the installation of irrigation, new lawn areas, patio, pathways, seating, fencing, custom toddler playground equipment, ornamental plantings, and landscape connections to the Brookline Art Center.



Monmouth Park Celebration



Monmouth Park Play Equipment

Library Master Plan

In 2005, the Town completed the design review process for Landscape Improvements to the Main Library and Town Hall grounds. The key focus of this project was the creation of a landscape plan consistent with the quality of the Main Library building renovation that met both the functional and programmatic needs of the library. The Master Plan ensures that pedestrian flow, lighting, furniture and plantings for the entire complex unite the grounds of the Pierce School, Health Dept. Building, Town Hall, and Library as one municipal campus. The Master Plan is intended to be phased in with preliminary improvements to commence on the Main Library Grounds.

In 2006, the construction improvements to the Main Library Grounds were revisited with the Library Trustees and Friends of the Library (both funding partners for the project). Adjustments were made to accommodate program needs and budget constraints. In addition, the Chestnut Hill Garden Club committed \$5,000 in funding for tree planting for the project.

The Muddy River Restoration Project

The spine of the Emerald Necklace, the Muddy River, is a 3.5 mile linear park system that integrates reflecting pools, the Babbling Brook, bike paths, walkways, tree-lined parkways, shorelines, historic paths/steps/bridges, and beaches. This unified system of linked parks is one of the most significant historic waterways in the nation.

With increasing regularity, moderate rains necessitate emergency response measures to address storm water overflow. These events inspired a multi-jurisdictional park and public works project to restore the Muddy River's civil engineering structure, flood handling capacity, historic integrity and ecological vitality.

Phase I of the Muddy River Restoration Project addresses flood control, water quality and wildlife enhancement, and historic landscape rehabilitation. The project saw increased activity in 2006 as the Army Corps Engineers moved the project forward and completed all of the survey work necessary to complete the design process and undertook a series of soil borings and test wells to gather site specific information for new culverts and the daylighting of portions of the Muddy River. The first significant portion of the design is expected to be completed during the summer of 2007.

A special thanks to the Massachusetts Delegation and project partners who continue to work tirelessly for additional resources from the federal government to fund the entire project.

Olmsted Park

The Division completed turf renovations throughout Olmsted Park and continued the Massachusetts Fish and Wildlife approved goose control program. Full renovation of the Babbling Brook was completed in 2006.



Babbling Brook

MWRA Fisher Hill Reservoir

In the spring of 2001 a Master Planning Committee was established by the Board of Selectmen to evaluate the reuse potential of the 4.8 acre Town-owned underground reservoir and the 9.9 acre MWRA Fisher Hill Reservoir site. The recommended use for the state owned site was a scenic amenity and public park that incorporates an athletic field and passive recreation. The Committee required that the design be compatible with the character of the neighborhood, be handicap accessible, provide a reasonable amount of parking, provide wooded areas for wildlife habitat, protect the historic gatehouse,

incorporate an athletic field, and provide pedestrian access. On January 7, 2003 the Board of Selectmen established a Design Review Committee to develop a plan and program for the park with associated costs. The Fisher Hill Reservoir Design Review Committee voted to approve the Park Master Plan as presented by the Halvorson Design Partnership after a series of meetings during 2003.

Representative Frank Smizik and Representative Michael Rush are taking the lead to move the legislation through the House and Senate.

Environmental Education and the Brookline Park Rangers

The Brookline Park Ranger program began six summers ago, funded by a grant from the Department of Environmental Management, the Emerald Necklace Conservancy and the Brookline Community Fund. As part of a joint program between the Division of Parks and Open Spaces and the Brookline Police Department, the role of the Ranger is threefold: safety, stewardship, and education.

Due to the success of this program, the Town has expanded the program to include a full time Environmental Educator who offers programs, camps, and activities year round designed to showcase and utilize the history and natural resources of the Town's extensive parks and open space. From interpretive walking tours to creative writing, the Environmental Educator leads a host of activities for all ages. This program is in its second year.

Soule Recreation Center

The Design Review Process for the Soule Recreation Center was completed in 2006. The design includes new and expanded play equipment for both toddlers and older children, as well as an exciting new "splash pad" water play area. Portions of the park will be closed during construction, including the existing play equipment, and the asphalt and grassy areas between the swings and the slope up to the play equipment. The soccer fields will remain open. Construction is scheduled to begin in 2007.

Amory Park

The Park and Recreation Commission's public design review process began in 2006 for renovation of the ball fields and improvements to universal access within Amory park. Landscape architects Larson Associates, Inc. have completed a site assessment and presented preliminary design alternatives. Construction is expected to begin in spring 2007.

Dane Park

Norfolk County completed a survey Dane Park in 2006 which provided us with a base plan to use in the Division's master planning efforts. The Division will use the base plan to explore alternatives for accessing and interpreting the many landscape features throughout the site. The Design Review process will be completed in 2007.

Lawton Playground

Construction is underway on improvements to Lawton Playground. The improvements include new play equipment and plantings utilizing a "fairy woodland" theme, a unique granite gateway designed by the sculptor Murray Dewart, a new seating area and entrance from Thorndike Street, a new basketball court, and new site furnishings. The renovation is expected to be complete in 2007.

Landfill Park

The Town has received a \$500,000 grant from the Executive Office of Environmental Affairs to be used in the construction of a park at the Newton Street Landfill site and \$300,000 for a synthetic turf field. This new 15.15 acre community park will be the first addition to the Town's public open space inventory in over a quarter of a century.

The design for the proposed park facility is the result of a comprehensive public planning process, including a Citizen Advisory Committee on the landfill closures, and a Park and Recreation Commission Design Review Committee for the front landfill park. The focus for the park development plan was to design amenities for all ages and all abilities incorporating both active and passive recreation elements. The other clear benefit of this plan is that it provides access to isolated conservation areas owned by the Town of Brookline, the City of Newton, and the Commonwealth of Massachusetts. The Park Design includes:

- A regulation size synthetic turf soccer field
- Pathway connections and interpretive signage to the State's Lost Pond and Newton's Kennard Woods Conservation areas
- Meadow area for wildlife habitat and a passive grassed area for picnicking
- A comprehensive play area for both younger and older children
- Universal access to all areas of the park
- Ample parking and space for a turnaround and drop off
- Multigenerational use
- Extensive berming and planting of large shade trees to provide a naturalistic landscape
- Picnic areas, shade shelter, benches, trash receptacles and water fountains
- Plantings that provide wildlife habitat and provide opportunities for nature education
- Numerous walkways and a location for maintenance vehicle access
- Noise mitigation and visual control
- Storm water management

The ability to create a community park with this land is a unique opportunity that demonstrates the Town's commitment to public open space. The overall Town plan for capping both landfills, improving site conditions and operations at the DPW site and developing a park facility on the front landfill site will reduce odor incidences, reduce noise, improve storm water management, improve wildlife habitat, improve aesthetics to the site from the surrounding neighborhoods, connect isolated conservation areas and provide a desperately needed park for active and passive recreation. Construction has commenced and the park is expected to open in 2007.



Trustees of Walnut Hills Cemetery

Cemetery

The initiative of the Trustees to improve the maintenance of the Walnut Hills Cemetery has resulted in an increase in the dignity and overall appearance of the cemetery. The Trustees have increased their vigilance of the enforcement of the rules and regulations, which are included with every deed sold. Town staff and the Cemetery Trustees are referencing the Master Plan for the Walnut Hills Cemetery as their guiding document for improvements.

The Trustees and the Division have focused attention this year on plans for additional burial space at the cemetery, including dedicated sites for cremains. They have also worked on plans to improve the front entrance of the cemetery to make it more safe, secure, and inviting. The winter tree care program continues providing for structural pruning.

Forestry

The goal of the Forestry Division is to preserve and maintain all shade trees along public ways, parks, school grounds, cemeteries, and all other public grounds. The Division provides for the safety of all public ways and grounds through the removal of dangerous limbs and trees and is responsible for replacing trees removed. The total number of trees under the jurisdiction of the Division is reported as more than 50,000. The Town continues to strongly support the tree planting program. In 2006 over 180 trees were planted. The Division works with interested citizens, businesses, and environmental advocacy groups to enhance the care of the urban forest.



2006 HIGHLIGHTS

Philbrick Square

With the help of the Friends of Philbrick Square and the Tree Planting Committee, the Division planted a specimen oak tree at the beautiful square to replace a tree that had been removed the previous year. The neighbors have helped water the tree and the Town has provided special fertilizers to help the trees success in this location.



Conservation Commission

Conservation

The Brookline Conservation Commission is responsible for the administration of environmental laws and policies, open space protection and management, water management, preservation of natural features of the environment, and coordination for joint action with many town bodies. The Commission administers and enforces the Massachusetts Wetlands Protection Act through its review of permit applications and issuance of Determinations of Applicability, Orders of Conditions, Certificates of Compliance, and Enforcement Orders. The Commission also administers the Federal Flood Protection Program. It initiates and helps guide studies concerning open space, water quality, flooding, and other aspects of local environmental quality. It prepares and oversees implementation of the Town's Open Space Plan and manages conservation areas owned and conservation restrictions held by the Town. The Conservation Commission seeks and administers grants to support the Town's environmental protection efforts, and guides many volunteer maintenance and improvement activities.

2006 Highlights

Wetlands By-Law

In 2006, the Commission completed its work on the proposed Wetlands By-Law and presented it for consideration at Town Meeting in 2006. The by-law was passed by a two-thirds majority vote. Final review by the Attorney General's Office was completed over the summer and the bylaw was put in full force and effect October 3, 2006. This by-law creates local regulatory protection for wetland resource areas that are not currently protected by the Massachusetts Wetlands Protection Act, such as small or isolated wetlands, intermittent streams, vernal pools, and land subject to flooding. In addition, the bylaw increases the size of the buffer zone around all protected wetlands, so that the Commission can more effectively review proposed construction and site development in these areas, and ensure no adverse impact to wetland resource areas occurs. The passage of this bylaw signals Brookline's strong commitment to the protection of our natural resources.

Administration of Massachusetts Wetlands Protection Act

The Conservation Commission reviewed a number of projects in 2006, including projects at private residences, the restoration of the Babbling Brook, and several large capital projects undertaken by the Massachusetts Water Resources Authority. The Commission continues to monitor the Landfill Closure project on Newton Street as the site continues its transformation from landfill to a new park and DPW operations facility.

Open Space Plan

The Massachusetts Executive Office of Environmental Affairs through its Division of Conservation Services mandates the Town's Open Space Plan be updated every five years. The Brookline Conservation Commission completed the project and presented Open Space 2005 to the Board of Selectman in April 2006 for their review and approval. This plan will be used as a guidance document for preservation and acquisition of open space. It will serve as a compliment to the Parks, Open Space and Recreation Master Plan and the Brookline Comprehensive Plan. The 2005 Open Space Plan was dedicated to Corliss Engle in recognition of her 33 years of dedicated service as a member of the Tree Planting Committee.

Sanctuaries

Management of the Town's three sanctuaries continued in 2006 through a program of repair and maintenance, education, and collaboration with Friends groups. An exciting new initiative is underway at Hall's Pond Sanctuary. Through the cooperative efforts of the Conservation Commission, the Friends of Hall's Ponds, the Brookline Community Foundation, and the many abutters of Hall's Pond planning and design efforts are underway for the installation of a new aeration system for Hall's Pond. This aeration system will be supported by a solar array to provide a portion of the electricity needed to run the aerator. These efforts will result in improved health of the pond itself while at the same time providing a unique educational opportunity to demonstrate the effectiveness of alternative energy methods in urban conditions.

Climate Change

In 2006, Climate Change Action Brookline (CCAB) and the Town of Brookline applied for, and were awarded funding from the Department of Environmental Protection to retrofit municipal vehicles with Diesel Oxidation Catalysts. The Brookline Department of Public Works, Parks, and Water and Sewer Divisions have retrofitted 3 of its vehicles with this pollution reducing equipment. CCAB and the Town will continue to work together to reduce their impact on the environment.

Engineering and Transportation Division

The Engineering and Transportation Division is charged with the management and administration of Town infrastructure, as well as the design and implementation of the vast majority of Public Works' items contained in the Town's Capital Improvement Program (CIP). Town infrastructure would include surface facilities in the areas of all public right-of-ways, such as roadways, sidewalks, traffic signals and parks, as well as those facilities that lie underground, for example, storm drain/sewer systems, water supply lines, and traffic signal/street lighting conduit. CIP projects range in type from roadway reconstruction, to sewer separation, to landfill reclamation efforts.

In order to effectively manage both the diversity and complexity of infrastructure issues for which the Division is responsible, administrative programs and project undertakings are assigned to one of two disciplines: Engineering or Transportation. While it is inevitable, and largely by organizational design, that these two sectors should frequently overlap, the Engineering Section is fundamentally concerned with issues of civil and environmental engineering, while the Transportation Section is devoted primarily to transportation planning and traffic engineering.

ENGINEERING

Division Charges

Responsibilities of the Engineering section are themselves divisible into (4) broad categories: 1) Permit Administration and Inspection; 2) Archival Maintenance and Reference; 3) Interagency Coordination and Oversight; 4) CIP Project Management and Engineering; and 5) Public Process:

1) Permit Administration and Inspection

The Engineering Section oversees the issuance of Street Opening and Occupancy Permits, typically given to contractors working in public right-of-ways for utility companies, communication corporations, public authorities or private property owners. Construction work that would typically require such permitting can be either at the sidewalk or street surfaces, or require digging or trenching beneath these finished grades. Park and school grounds also demand permit consideration.

The purpose of this permit process is both to protect the public infrastructure (property) of the municipality and to promote public safety. This permit system and associated data base is actively maintained on the Town's network. Revenue is generated through licensing fees, which serve to offset the cost of oversight and administration. Division Inspectors, with the aid of a pre-application process, determine the type of work, associated charges and anticipated impacts to material integrity, and traffic/parking conditions. In addition, Inspectors monitor the work and assure that restoration meets with Town specifications.

Sanitary Sewer, Storm Drain, and Water Supply Connections are also within the permitting purview of the Engineering Division. Following application procedures, engineered plans and necessary documentation are submitted to Division personnel for review and subsequently, if recommended, for approval by the Director. Generally, these connection permits are associated with parcel developments, capacity and material upgrades, or maintenance when failures occur.

2) Archival Maintenance and Reference

The Engineering Section maintains record plans of its water, sewer, and storm drain systems, including individual parcel connections. In addition, plot plans, or surveyed drawings, complete with bound locations, are maintained for all lands within the Town, whether public or private. These infrastructure and survey documents are kept in an extensive archive. Copies are available to the public upon request. Along with records of property and Town-owned services, the Engineering archives contain construction plans for all Public Works projects, such as roadways, bridges and park facilities.

3) Interagency Coordination and Oversight

The Engineering Section coordinate directly with state authorities, such as the MBTA and MWRA, whose infrastructure is both located in Brookline and serves the community and/or its immediate region. Similarly, Engineering permits and supervises the maintenance, upgrade, and installation of utility systems or communication networks, whether publicly or privately sponsored. Significant projects this past year were undertaken by the following State agencies or utility companies:

- MBTA
- MWRA
- BOSTON GAS
- NSTAR
- RCN, AT&T and Comcast

In addition, Brookline Engineering works closely with the Massachusetts Highway Department (MHD), both in maintaining the integrity and functionality of State Route 9 (Boylston Street through Brookline) and in administering state and federal transportation dollars for local Brookline projects through two programmatic vehicles: the State's Chapter 90 Reimbursable Roadway Funds and the State's Transportation Improvement Program (TIP).

The Chapter 90 program is a recurring annual state appropriation for municipalities, the amount of which will fluctuate annually based on the formulaic tabulation and legislative authorization factors. Approximately \$560,000 was allocated to Brookline in FY'05 through the Chapter 90 program

4) CIP Project Management and Design Engineering

The Engineering Section implements projects listed in the Town's CIP, which might entail project planning; feasibility studies; site surveys; design engineering; preparation of specifications and cost estimates; project advertising and bidding; contract execution; and construction administration and supervision. In this capacity, Engineering functions inter-divisionally, serving the professional engineering, architecture, landscape, and surveying needs of each of the other divisions within DPW.

The following project briefs, which represent CIP items listed in Parks, Water & Sewer, Highways, as well as Engineering and Transportation, offer an overview of the Division's 2006 endeavors:

Engineering CIP

- Roadway Reconstruction – 1.3 miles of roadways were resurfaced or reconstructed, totaling 178,860 square feet and representing seven local Brookline streets: Amory St. from Beacon St. to Freeman St., Dunster Rd., Griggs Terrace, Thayer St., Thayer Pl., University Rd., and Welland Rd., from Tappan St. to Stanton Road.
- Sidewalk Maintenance – Approximately 1,865 square yards of cement concrete sidewalks and accessibility ramps were replaced
- Roadway Maintenance – 1,865 square yards of bituminous concrete repair (patching) to roadway defects and hazards, including lengths of sidewalk that are constructed of bituminous concrete (asphalt), rather than cement concrete, representing a year-end total of 230 tons of asphalt mix applied overlay roadway or sidewalk segments
- Granite Curbing – 487 linear feet of new granite curb were installed
- Asphalt Berm – 1,642 linear feet of bituminous concrete berm (curb) were installed
- Beacon Street Reconstruction and Enhancements:
Construction commenced in April with the installation of the infrastructure for the street lights and traffic signals at the Cleveland Circle end of Beacon Street. Work progressed through the year to a point opposite Marion Street. The street surface was repaved, selected sidewalks replaced, new traffic signal hardware installed, pavement markings/street signs installed, and minimal landscaping completed.
- Carlton Street Footbridge:
In November the Town submitted to the Commonwealth of Massachusetts Executive Office of Transportation and Construction a pre-application for final design and construction funds through the Transportation Enhancement Program. The review committee had several concerns, which needed clarification or additional information. The Town is in the process of responding to these issues.
- NPDES Phase II General Permit for Small Municipal Storm Separate Sewer Systems:
The National Pollutant Discharge and Elimination System (NPDES) Phase II - Small Municipal Storm Separate Sewer Systems General Permit (MS4GP) is a permit issued to the Town by the US Environmental Protection Agency (EPA) and the MA Department of Environmental Protection (DEP) authorizing storm water discharges. As part of the permit requirements the Town must develop and manage storm water through a series of Best Management Practices (BMPs).

The DPW/Engineering Division is responsible for the preparation and implementation of the Town's Storm Water Management Program (SWMP). The DEP and EPA require a SWMP to contain the following BMPs:

- Public Education
- Public Participation
- Illicit Discharge Detection and Elimination
- Construction Site Runoff Control
- Post Construction Runoff Control
- Municipal Good Housekeeping

For more information on Storm Water Management please refer to the DPW's website or contact the Engineering Division at 617-730-2139.

Eleven illicit connections were identified, confirmed and corrected in 2005/2006. Investigations will continue as outlined in the Town's agreement with the EPA.

Twenty applications were submitted for Stormwater Permits as required by the Town's By-Law that addresses construction site runoff. As a result of the 20 permits, 50 site inspections were made.

Newton Street Landfill:

The Town is required by the MA Department of Environmental Protection (DEP) to close the two inactive, unlined landfills located on Incinerator Drive off of Newton Street. The future uses for the two sites are: DPW operations (Back Landfill), and passive/active recreation (Front Landfill).

The first phase of the landfill closure project, Corrective Action for Offsite Waste, is substantially complete with only punch list items left to be completed. The second phase, capping the front and Rear Landfills was re-bid in April with the contract being awarded in July.

As a result of a residential building project on Martha's Lane, ash was discovered on that site which subsequently required the delineation of the horizontal and vertical limits as well as the composition of the ash at several residences on Martha's Lane, Kensington Circle and Arlington Road.

Transportation CIP

Bids were received on May 11, 2006 and construction commenced shortly thereafter on geometric and signalization improvements at the following intersections:

- Grove St./Beverly Rd./ Russet Rd.
- Grove St./South St.
- Grove St/Allendale Rd.

Parks and Open Space/Recreation CIP

Monmouth Park – The new iron fence was installed which completed the rehabilitation of Monmouth Park

Babbling Brook

Improvements were completed in the Babbling Brook including sediment removal, slope stabilization, invasive vegetation removal, and landscape improvements.

Water and Sewer CIP

Sewer Rehabilitation Project:

During 2006, the following sewer pipe sizes were relined at various location in Town: 1,714 ft. – 24", 2,360 ft. – 21", 430 ft. – 20", 333 ft. – 18", 2,438 ft. – 15", and 731 ft. – 12" laterals. In addition, one of the Town's oldest sewers that runs partially from Cameron Road to Washington Street was lined. Investigations revealed that this section of the sewer main was in danger of collapsing.

TRANSPORTATION

A Transportation Planner and a Senior Clerk staff the Transportation Section of the Division. Duties of the DPW Transportation Division staff include:

- (1) Provide technical support and administrative services to the Brookline Transportation Board;
- (2) Respond to resident inquiries or complaints regarding traffic or pedestrian safety, parking, and taxi operations;
- (3) Conduct small-scale traffic calming, traffic safety, and parking studies; as well as spot studies on the use and placement of traffic control devices and parking signage;
- (4) Oversee the design of intersection and traffic signal improvement projects;
- (5) Manage the town parking system (metered and curbside parking spaces) and ParkCard program;
- (6) Administer the resident daytime, guest overnight, resident overnight, and commercial area employee parking permit programs;

- (7) Regulate the taxicab industry and limousine services;
- (8) Assess the impacts of all major new development projects on traffic flow and parking.

Transportation Board



Transportation Board Meetings

The Transportation Board, a citizen body of six appointed by the Board of Selectmen, is charged with oversight of the Town's Traffic Rules and Regulations. The Board meets on a regular basis to review and adopt traffic and parking policies, to review and approve various license applications, and to act upon recommendations for traffic safety and parking improvements identified by town residents and Division staff. During 2006, the Board conducted twelve (12) public meetings and took action on 58 traffic, parking, and taxi items under their jurisdiction.

Resident Inquiries

During 2006, the Division received and responded to over 5,000 telephone, email, or written requests for transportation and parking-related information from Brookline residents. The vast majority of these inquiries concerned the town's parking policies and parking availability.

DPW staff continues to revise and update the transportation section of the town web site in hopes that more residents will seek answers there to questions they may have, before contacting the staff directly. The web site provides an up-to-date description of all of the town's transportation and parking programs, as well as contact information.

Parking Programs Administration

The Division staff administer the resident daytime parking permit program, the overnight guest parking program, the overnight resident parking program, the commercial permit parking program, and the temporary parking permit program. They also evaluate and act upon, with the approval of the Transportation Board, all requests for handicapped parking and valet parking spaces. In 2006, the Division:

- issued 443 resident daytime parking permits
- renewed the valet parking licenses for 3 eating establishments;
- created 4 handicapped parking spaces for disabled residents in need of convenient parking;
- issued 3,856 temporary No Parking/Tow Zone signs to residents and/or contractors to assist during moving or construction periods;

- issued 1,417 temporary parking permits to residents and others who suffered conditions that qualified them for short-term exemptions to the 2-hour daytime parking time limit;
- managed the resident overnight parking program that now encompasses 309 off-street parking spaces in 11 locations, including the new Marriott Courtyard Hotel; rented an average of 120 overnight parking spaces each month;
- issued 89 commercial hang-tags to 56 businesses for employee parking in Brookline Village, and 56 parking permits for employee daytime parking in the Coolidge Corner commercial district.

In response to Board of Selectmen guidance, the DPW staff designed, administered and evaluated a trial resident permit-parking program on seven streets in North Brookline. Based on the results of the trial program, the DPW and Transportation Board developed a revised resident permit parking regulation and parking fine schedule for review by the Board of Selectmen.

Parking Meter Management

The Transportation Division staff, working in concert with the DPW Highway Division, assumes primary responsibility for managing the 2,417 parking meters located curbside and in the off-street parking lots within the commercial areas. The Beacon Street reconstruction project has required that staff revise the GIS inventory that identifies the location, meter number, parking fee schedule, and time limit of every parking meter in the town. As the Beacon Street project proceeds in 2007, this inventory will continue to be updated and then used as the basis for evaluating changes to the existing parking meter rate schedule.

Traffic Signals

Both the design of new traffic signals and the operation (phasing and timing) of existing traffic signals fall under the purview of the Transportation Division. Traffic counts and speed monitor data are also routinely gathered to provide information necessary for traffic signal design or modification. The Transportation staff worked with Engineering staff and a consultant during the final design stages of the reconstruction plans for intersections at Grove Street/Allandale Road, Grove Street/South Street, and Independence Drive/ Beverly Road/Russett Road.

Taxi Regulation

As required under the Brookline *Taxicab Regulations*, the entire operating fleet of 187 taxicabs successfully passed a semi-annual inspection conducted by the DPW Highway Division. The taxi regulations were also modified to (a) increase the taximeter rate of fare, (b) delineate requirements for the processing of taxi business license applications, and (c) require the installation of "Trouble Lights" on all taxicabs.

The DPW staff also began work on a comprehensive review of alternative taxi licensing systems and the feasibility of modifying the taxi business license scheme that presently exists in Brookline.

Review of Transportation Access Plans

All major new developments in Brookline undergo review for their potential traffic and parking impacts on the surrounding street system, and the adequacy of their access, circulation and on-site parking plans. During 2006, the Division staff performed detailed reviews of the traffic impact studies and access plans associated with the 3 major development proposals, the most important of which was the Chestnut Hill Square development project in Newton.

Traffic Safety and Parking Regulation

Division staff always seek ways to minimize the conflicts between autos, pedestrians and bicycles. The safe flow of traffic on the streets of Brookline is of the highest priority. Economic development and safe traffic flow also depend upon clearly delineated parking areas and adequate signage. During 2006, and as warranted by specific neighborhood safety concerns, the Transportation Board and Division staff authorized a total of 27 sign work orders that involved the installation of approximately 148 new or modified traffic control signs, parking restriction signs, or pavement markings. The DPW and Transportation Board also finalized, adopted, and have initiated the application of a uniform Crosswalk Policy and Design Guidelines.

Working with the DPW information services and GIS staff, the Transportation Division also assisted in the design of an interactive database and management system for all traffic and parking signs in the tow.

This system will facilitate the issuance and tracking of all work orders and the development of a comprehensive town-wide inventory of signs.

Traffic Calming Program

The Transportation Division performs area-wide traffic calming studies in response to traffic volume, speed or parking conditions that might contribute to unsafe vehicular or pedestrian movements. Neighborhood associations or residents living on a particular street will typically initiate such requests for a traffic calming study which is then prepared in accordance with the Town of Brookline *Traffic Calming Policy and Procedures*.

The status of all past and present traffic calming projects in Brookline is summarized below.

Any progress made on traffic calming projects in 2007 will depend on the timely hiring of a transportation engineer.

Status of Traffic Calming Projects		
Status	Project	Notes
Completed	Greenough Street	Construction completed Fall 2000
	Winchester Street	Construction completed Spring 2001 Evaluation completed Spring 2004
	Walnut Street	Construction completed Fall 2001
	Driscoll School	Construction completed Fall 2003 Revisions in Fall 2006
	Coolidge Park	Temporary speed humps installed in Spring 2006; assessment ongoing
	Emerson Gardens	Needs Assessment completed Winter 2002 Construction completed in Fall 2006
	Rawson/Gardner Blake Roads	Completed Winter 2006
Ongoing	Reservoir Road	Needs Assessment completed in Spring 2002 Recommendation to be made Spring 2007
	Walnut Street at Kenyard/ Chestnut	Evaluation completed Winter 2006; conditions still under review
	Pleasant / Babcock Streets	Needs Assessment to be completed 2007
Future	Channing Road	Feasibility of speed bumps
	White Place	Feasibility of speed bumps/chicanes

RECREATION DEPARTMENT

The Mission of the Recreation Department is to deliver programs for the Brookline community that provides cultural, social, mental and physical elements, and to ensure that activities take place in well-maintained parks and facilities. The Park and Recreation Commission consist of residents appointed by the Board of Selectman. The Commission is a policy making board responsible for providing year round high quality indoor and outdoor Recreation.

The Evelyn Kirrane Aquatics Center had a successful winter and spring as preparations for the June 2006 renovations began. The closing of the center affected the entire community including daily swimmers, summer camps, and swim teams. The Department provided the community with a comprehensive guide listing dozens of local aquatic facilities as an alternative. The closure also gave the Department a unique opportunity to partner with some nearby facilities including, Boston University, Simmons College, DCR swimming pool (Cleveland Circle), and the Leventhal-Sidman JCC in Newton. The combination of these four locations allowed the town to provide aquatics to the Brookline High School swim teams, the Recreation Dolphin Swim team, the After School Program and summer camps as well as opportunities to residents. Debra Cohen, Aquatics Director joined the Recreation Department during the Fall of 2006. Debra leads the aquatic staff to support the After School Program at the Eliot Recreation Center in addition to planning for the reopening of the pool and preparing for the American Red Cross changes that occurred during 2006. The aquatic staff also joined the summer camp programs as the onsite health consultants. Improvements to the pool include a new roof, windows and ventilation system. Renovations are expected to be completed in the spring of 2007.

Program Highlights

The **Brookline Golf Club at Putterham** enjoyed another successful year. As area courses have experienced a decline of total rounds played, the rounds of golf at Putterham continue to be steady due to a hands-on marketing approach and improving course conditions. The Junior Golf Program continues to grow. Putterham golf staff participate in all of the Growth of the Game initiatives offered by the PGA which also has a positive impact on attendance. This season course maintenance improved under the direction of a Golf Superintendent and Assistant who are employed year round through the Golf Enterprise Fund. The golf professionals continue to grow community programs such as a Friday Night Junior League and the expansion of summer programs with a new partnership with the Park School. The course is also home to the Annual Haunted Hay Ride that offers a free town wide event for families. Over 600 residents enjoyed a ride through the grounds of the Golf Course and through the woods by the Haunted Graveyard followed by face painting, a balloon artist, nature activities, food and beverages, as well as a bag of goodies.



The **Larz Anderson Skating Rink** had three new compressors installed in the early winter which made for an abbreviated season, however, the new compressors have proven to be a great investment to the facility providing an early opening in December 2006. The compressors have allowed staff to keep the ice in great condition. Additional hours of public skating have been added as well as additional rental opportunities.

The **Soule Early Education Programs** at the Soule Recreation Center continue to provide year round programs for children 12 months to Pre Kindergarten. A summer preschool program has been added to the Center offerings, providing summer opportunities for children with the option of extended day. More

than 50 families are enrolled at the Center throughout the school year. The Parent Teacher Organization has spearheaded fundraising efforts and adds considerably to the overall energy of the Center for all the families and staff. The Center participates in the Community Partnership Council lead by the staff of the Brookline Early Education Programs (BEEP). This partnership has enabled the Soule programs to gain access to support from BEEP including resources, music and literacy specialists, and staff training opportunities.



The Soule Early Education Program

Department Programs continue to show growth in participation including: Girls Softball, Shovel Our Snow, the Recreation High School Basketball league, Dog Obedience, American Red Cross Babysitting Courses and the Brookline Flag Day Road Race. The road race provided a fully automatic chip timing system and a 5K Race Course Certification by the New England Branch of USA Track and Field. Over 200 runners took to the roads for fun, fitness, and a bit of competition. The programs listed above have all shown growth of more than 20% since 2005. In addition, many new programs have been added including Chess, Club Invention, and an adult overnight trip to watch a Buffalo/New England Patriots football game. A total of 335 children participated in the three summer day camp programs for children ages 5-6, 7-9, and 10-13 at elementary schools in Brookline. With the absence of the Evelyn Korrane Aquatics Center, the camp took advantage of the many off site attractions in the greater Boston area providing children with water play and enrichment activities throughout the summer including frequent visits to the Artesani Wading Pool, the DCR (Cleveland Circle) Swimming Pool, and water activities at each camp site. The summer concerts series continues to be extremely popular and an outdoor Movie night was added to the series, turning Emerson Park into an outdoor movie theatre.



Campers enjoying water play at Artesani

Therapeutic Recreation has experienced a great deal of expansion with twelve athletic opportunities throughout the year. The partnership with Special Olympics enabled families to experience athletics and utilize community facilities that were not available in the past. Interested parents are working with Recreation staff to add social opportunities in addition to the athletic offerings.



Special Olympics Softball Team Qualifier

Environmental Education programs continue to grow under the direction of the new Environmental Educator, Christine Dean. Collaborations with the Mass Audubon's Trailside Museum provide interactive live animal series. Programming has an emphasis on science, nature awareness, and stewardship and have been well received. The summer specialty camps were very popular and exposed many children and families to the wonderful natural resources in Brookline.

The **Main Gym Facility** located at 66 Tappan Street has continued to operate many of the Department's indoor programs. The Brookline Youth Lacrosse Program partnered with the Massachusetts Lacrosse League to conduct a 12-week indoor league for Brookline students and neighboring communities in addition to an open basketball program for students in grades 6 through 8. The indoor tennis contract was awarded to a new company called NETRESULTS. Many new classes have been added at both the Main Gym and the Waldstein Tennis courts including cardio benefits, stroke development and situational tennis for each level of play.

2006 Partnerships

Several important initiatives and partnerships came to fruition during 2006. The Town adopted the Recreation, Parks and Open Space Master plan in June 2006. This provides a vision for the department to continue to meet community needs while staying current with the regional and national trends. The plan has been engaged and is a working tool for the staff of the department for future planning. In addition, the Town is proud to have opened the first synthetic field in Brookline. The Kraft Family Athletic Facility at Harry Downes Field was dedicated in November 2006.

The Department has focused on Youth Sports development within the department as well as with our youth sports organizations run by private boards. Initiatives include focus on the screening and background checks of all adult volunteers and staff. Compliance by all organizations is mandatory to gain access to Brookline fields and indoor sports facilities. In addition, mandatory coach/volunteer training and orientation sessions are offered prior to each Brookline Recreation youth sport program. The session includes: CORI/SORI compliance, Brookline Youth Sports Code of Conduct booklet, program goals, program liability issues, team/league play philosophy, referee rules, expected coach and parental behavior, health/safety standards, access of program cancellation information, and proper registration procedures for late registrants. In addition, interactive coach trainings have been added to several of the sports trainings.



Recreation Minutes in Motion

Additional partnerships include the expansion of the Brookline on the Move initiative sponsored by the Recreation and Public Health Departments to include the Human Resources Department. This program offered a Minutes in Motion fitness challenge to Town and school employees during the fall of 2006. Over 350 employees participated. Efforts continue to work with the 25 plus private agencies in town who offer physical activity and health opportunities in Brookline.

PUBLIC SCHOOLS OF BROOKLINE

William Lupini, Superintendent

The Students and the Schools

The Brookline Public Schools include eight Pre-K-8 elementary schools, Brookline High School, a comprehensive high school for grades 9 through 12, and an early childhood center. As of December, 2006, there were 6,151 students enrolled in the Public Schools – 4,043 in the elementary schools, 272 Pre-School and 1,836 at Brookline High School.

Twenty-six percent of these students have a home language other than English, speaking one of 65 different languages. More than 350 students are English language learners who are served by special English learning programs in their schools. In addition to English, the largest language groups represented by the student body are Russian, Chinese, Japanese, Korean, Hebrew, and Spanish.

The Brookline Public Schools continue to be among the highest performing and most respected school systems in the United States. Brookline students are accepted at highly competitive colleges and universities in numbers that are significantly higher than most other school districts

Brookline is clearly at the forefront of providing quality public education to its residents. However, our stakeholders believe that successful school systems and organizations only remain high performing when they strive for continuous improvement. Therefore, we have many initiatives currently underway in the system to ensure that Brookline will remain at the forefront of education in the Commonwealth and nation.



School Committee

Equity Project

The most prominent example of this work is the Equity Project, designed to eliminate the achievement gap among Brookline's diverse student body. While most of our students achieve at high levels, gaps in achievement remain for low-income children, English Language Learners, Hispanic students, African-American students, and other groups of students. In addition to the work of the Core Team, which includes representatives of all schools within our system, we have identified six targeted areas which, we believe, hold the key to closing and, eventually, eliminating this gap by raising achievement for all

students. These areas include, but are not limited to, increasing opportunities for students to participate in our early education programs, attracting and retaining a more diverse professional and support staff, streamlining support for students in after-school and summer programs (e.g., homework support), creating better transitions between our K-8 schools and Brookline High School, increasing our capacity for gathering, reporting and utilizing data in decision making, and providing a Brookline experience for METCO students beginning in preschool or kindergarten whenever possible. In addition, Brookline has become an active member of the national Minority Student Achievement Network (MSAN), a consortium of twenty-five highly regarded school districts dedicated to eliminating the achievement gaps and increasing achievement for all students. Clearly, the Equity Project has become the overarching plan for the Public Schools of Brookline, by which nearly all other initiatives will be measured, and which will serve as the basis for an even more comprehensive strategic planning process in 2007-2008.

Brookline High School

Brookline High School reflects the high value the Town holds for education, having established a tradition of extraordinary achievement and cutting edge innovation that has earned a national reputation. Serving 1,850 young people, with students from all races, nationalities, cultures, socio-economic strata, and 76 nations, The High School is characterized by accomplishments across a broad spectrum of activities in and beyond the classroom. We view ourselves as a laboratory for the future of a changing world.



Brookline High School takes its mission as a public high school seriously. The school thinks carefully about programs for all of its students, from the most advantaged and talented to its most wounded. The unique school culture, which is grounded in the ability of almost all students to be respectful and responsible citizens of their community, provides students with significant freedom and, in return, expects tremendous responsibility. We like to say, "Freedom and Responsibility; Liberty and Duty; That's the Deal!"

Almost every senior in the Class of 2006 at Brookline High took the SAT Reasoning Test. The average score on the Critical Reading test was 580. The average score on the Mathematics test was 600. The average score on the Writing Test was 574. Brookline scores ranked eighteenth in the state in Critical Reading, twelfth in Mathematics, and twentieth in Writing.

The highest performers on the PSAT, administered in October of the junior year, may qualify for honors in the National Merit Scholarship competition. Brookline High is historically one of the highest performing schools in the nation on this measure. The Class of 2007 has 14 Finalists (more than every public and private high school but four in the six New England states) and 37 Commended Students. These 51 students represent 11% of the senior class. Massachusetts has the highest standard in the nation to qualify for Semi-Finalist and Commended Student status.

The Advanced Placement data provides a powerful lesson in "Expectations." At the beginning of the 1999 – 2000 school year, Brookline High School eliminated some eligibility requirements and opened the doors for increased enrollments in AP courses. For AP courses, we now clearly communicate the academic expectations for the course, and, after reviewing the expectations, a student's interest in taking the course is sufficient for entry into the course. This new policy, along with the addition of several new AP courses, resulted in a 100% increase in AP enrollments. The scores earned today are the same as the scores earned when entry into those courses was far more selective (93% of the AP test takers score 3's, 4's or 5's).

Brookline High School takes pride in its large Career and Technology Education Department, its renowned Performing and Visual Arts Departments, as well as the three alternative programs which address the interests and needs of the student community: School-Within-A-School, Opportunity for Change, and Winthrop House.

Brookline High School features the largest interscholastic athletics program in New England, with 74 teams in 41 different sports. Recent graduates include University of Connecticut basketball star Jeff Adrien, Olympic distance runner Jonathon Riley and PGA golf professional James Driscoll. This year, Emily Harburg, Class of 2007, is the Gatorade High School Volleyball player of the year.

The 62 student activities and clubs include an award-winning student newspaper, a recent Massachusetts State Champion Chess Team, and several political action organizations. The High School features one of the largest volunteer community service programs in New England, with over 500 student participants, and its constitutional form of governance is a national model.

The High School's highly qualified professional staff is deeply committed to its students and to its own professional development. Teachers, support staff, and administrators work as a team to ensure the best possible high school experience for all BHS students. We are fortunate to be supported by a knowledgeable and generous School Committee; two foundations -- The Brookline Education Foundation and the BHS 21st Century Fund -- that fund teacher development projects and innovative programs that may have a national impact; and an engaged, thoughtful, energetic, and generous PTO.

We pride ourselves on knowing, and teaching all of our kids well.

Program Highlights

Equity Project 2006-2007

With a commitment to eliminate the racial achievement gap, in 2002 the Public Schools of Brookline launched the Brookline Educational Equity Project: Taking Action, Getting Results. Since its inception, the Equity Project has gained strength by working closely with teachers, principals, and parents. Each school has created an Equity Team to guide the study and implementation of actions at the building level. Within this structure, actions for improvement are developed with teachers, principals, and parents to address issues at the school. Examples of actions and improvements within the schools include: before and after school tutoring, mentoring programs, and parent/faculty "courageous conversations about race and achievement." As a school system, we continue active participation in the Minority Student Achievement Network (MSAN) and its Research Practitioners Council. Through this network, we work with other districts across the nation seeking to gain a better understanding of the complexities of the achievement gap and share successful strategies as we work toward its elimination.

Teaching American History Grant: Pursuing Justice

Brookline Public Schools received a federal Teaching American History grant of more than \$900,000 to serve as the Lead Educational Authority (LEA) to more than thirty districts in the greater Boston area. The program, called *Pursuing Justice*, is in the second year of a three-year project that provides a comprehensive professional and curriculum development seminars and workshops for 150 middle and secondary school teachers. The goals of the *Pursuing Justice* program are to deepen the teachers' understanding of American history thorough examining the continuing significance of the Constitution and the Declaration of Independence; learn the analytical tools, research skills, and methodologies to teach American history as a separate academic subject; and develop thoughtful, intellectually strong, and accessible curricula for their students. The program follows another grant program, *Defining Justice*, which provided similar training. In all, the program has provided twenty-one of Brookline's middle school and high school history teachers with stipends and training since 2003. In addition, *Pursuing Justice* has paid for ten Brookline teachers to attend other history seminars.

To accomplish the goals of the Teaching American History Grant Program *Pursuing Justice* conducts a content-based seven-day spring/summer institute, a content-based four-day school year program, and a three-day summer curriculum workshop. In addition, the web site (pursuingjustice.org) provides a space for the project's teachers to share curriculum and have access to web-based resources.

Program Review

The Public Schools of Brookline is committed to the continuous improvement of all programs and curriculum areas. Historically, there have been different procedures in place for examining our programs and student achievement. Beginning in September of 2004, a new process was established to provide a comprehensive and rigorous examination of our programs with the goal of improving student achievement. This process, *Program Review*, is now in its third year. The process requires the use of established evaluation methods to measure the quality of our school programs and to determine strategies for continuous improvement.

The Program Review process involves four phases:

- *Phase I: Study* – Assess the current state of the program with the assistance of an outside data gatherer. Create a vision for the future with stakeholder input. Determine areas of strength and areas for improvement and begin to plan how to address them.
- *Phase II: Plan* - Create a plan to address the areas for growth and improvement. Define resources and determine available funding.
- *Phase III: Implement* – Put the plan (strategies/actions for continuous improvement) into place with adequate resources and professional development.
- *Phase IV: Review* - Review the process. Check on the progress of the implementation plans. Collect data on the indicators of success.

The work of Program Review for each program/curriculum area is carried out by a committee comprised of teachers, parents, administrators, and the Academic Data Analyst, and led by the Director of Grants and Program Review and the curriculum/program coordinators for the program under review. Updates on committee work are regularly given to the Deputy Superintendent for Teaching and Learning. Phase I and II reports are presented to the School Committee, and any other updates/reports as requested.

The following programs are in various stages of the Program Review process:

- *Phase I:* English Language Arts – began September 2006
- *Phase II:* Physical Education and Health Education – began September 2006
Visual Arts – began September 2006
Science – began January 2007
- *Phase III:* Enrichment, Challenge and Support Program – began June 2006
Educational Technology – began January 2007
Mathematics – began February 2007

Social Studies and Performing Arts programs will begin Phase I of Program Review during the 2007-2008 school year.



Enrichment and Challenge Support Program

The Enrichment and Challenge Support Program (formerly the Gifted and Talented Program) is currently in Phase III of the Program Review Process. Throughout the 2006-2007 school year, elements of the ECS Program Review Improvement Plan have been further developed and implemented. Several of these are:

- The improvement in communication about the ECS program's services and supports with parents and the educational community
- The examination and refinement of the consultation between the Enrichment and Challenge Support Resource Teachers and Classroom Teachers
- The development and implementation of a system-wide Critical and Creative Thinking Skills curriculum for all children in grades 2 and 3
- The development and review of a needs identification toolkit
- The collaboration with Guidance Counselors for drafting a system-wide policy on grade and subject advancement
- The implementation of the pilot of the Academic Mentoring Program
- The continued collaboration with other curriculum and program coordinators around issues of supporting classroom teachers
- The consultation with Kindergarten and Grade 1 teachers on the development of a system-wide Critical and Creative Thinking Skills curriculum

These initiatives are being constantly reviewed by the ECS Coordinator and the ECS resource teachers throughout this school year. In March 2007, the ECS Program Review Committee will reconvene to receive updates on these initiatives and provide feedback on the Program Review process.

Educational Technology

The 2006-2007 school year began with the merging of Instructional Technology and the libraries. The new department was renamed the Educational Technology and Libraries (ET&L) department, and with the hiring of a new director, began the school year with a summer opportunity to bring the two teams together to collaborate on an integrated research project and begin working through some of the implications of becoming one department.



Educational Technology moves into phase three of Program Review. Working from phase one findings and the phase two planning process, an Educational Technology Specialist (ETS) position was added at Brookline High School and the job description of the Educational Technology Specialists has been revised. The new job description, currently in draft version, allows more time for specialists to be available to teachers and students at all grade levels and is currently moving through the approval process.

A draft of the updated Learning Expectations for students in Kindergarten through Grade 8 is also complete. These Learning Expectations, based on state and national standards for students, are in the process of getting stakeholder feedback in preparation for presentation to the Brookline School Committee. Additionally, a comprehensive plan is being developed to address the educational technology professional development needs that support teacher's technology use for both administrative functions and teaching and learning, as well as, administrator's productivity use and role in technology leadership.

Help Desk Services has relocated alongside the ET&L Office. Changes have created a more flexible and effective support system and the new location has improved communication.

Elementary Mathematics

The goal of the Brookline's K-8 mathematics department is to provide a high- quality mathematics program whereby we meet the needs of our entire student population and require high expectations for academic excellence for all students. We continue to expand our repertoire of instructional resources and strategies to reach the diverse range of learners. We have begun PHASE III: Implementation of the Mathematics Program Review which is to put a plan in place with a realistic timeline and adequate support. As a result, we have revised our K-6 Brookline Learning Expectations (BLEs) so that they are better aligned with the state curriculum frameworks. We are closely examining curricula and developing common grade level (3-5) assessments that align with BLEs.



Given the increased attention to performance on MCAS, and related parent interest in Annual Yearly Progress, we are focusing on supporting under-performing students. The mathematics department is continuing to develop and expand a mathematics specialist program to provide extra support for both lower performing and higher performing students needing challenges. Whenever possible, specialists are also supporting teachers in the classroom and providing them with resources in their school. We are providing continued professional development for math specialists to support the teaching and learning of mathematics. In grades K-3, we have a team of math specialists and classroom teachers who are using the Assessing Mathematics Concepts Series by Kathy Richardson Assessment, a system that assesses what students know and understand about mathematics and provides resources to support any identified learning gaps. To support higher performing students who need greater challenges, we are collaborating with Enrichment Challenge and Support Department to pilot, an enrichment mathematics program. Our student attendance at and participation in Math League events continues to grow. Each year interested students in grades 5 and 6 from each school participate in three town-wide Math League competitions. Motivated students in grades 7 and 8 have the opportunity to prepare for and compete in the national MathCounts program.

Early Childhood

Early childhood programs are located in the town elementary schools, the High School and an early childhood center. These classrooms have been developed from research conducted through a Robert Wood Johnson Foundation grant that focused on the component skills ensuring later school success. This model has been enriched and adapted over the past twenty years to meet the latest research findings on effective curriculum and developmentally appropriate practice. Preschool programs serve children in mixed-age groupings for the two years prior to kindergarten and Pre-K classrooms offer a one-year classroom model for four and five year olds. Small pupil-teacher ratios, highly qualified staff and a rich curriculum combine to make these programs particularly appropriate for children who have been identified with a special need as well as for their typically developing peers. In every BEEP classroom a teaching team consisting of one or two master teachers, an assistant and an aide work along with speech and language pathologists, occupational therapists and physical therapists to integrate remediation of needs while enriching the experiences of all of the children. All established BEEP classrooms have met national accreditation standards. All new programs are in the process of accreditation.



The professional development of all early childhood teachers includes specific focus on teaching strategies, adaptations and modifications that support diverse learning styles and background experiences. The staff has completed extensive training in emergent literacy and math understanding and has worked with kindergarten teachers on curriculum alignment with kindergarten and first grade. As a result of these efforts, a stronger link exists within the school system for the seamless transition of children from age 3 through 18 or 22.

The Public Schools of Brookline acts as the Lead agency for the Community Partnership Grant that provides funding for tuition subsidy to early childhood programs for low and moderate-income families and for children with risk factors that may interfere with school success. This helps to ensure that all of the children in Brookline have an opportunity to experience a high quality educational experience prior to kindergarten. This grant requires partnerships between public, private and Head Start programs in order to qualify for funding and it requires that all participating programs meet national accreditation standards. The grant has provided all participating programs with music to support literacy development, curriculum consultation, behavior and language consultation and professional development for all teachers in both public and private programs. As a result of this grant Brookline has established a comprehensive early childhood network in the community.

English Language Learner (ELL)

The English Language Learner (ELL) Program provides instructional services to students in grades K-12 who are learning English as a second language. The program is designed to teach students English, to support their academic achievement, to facilitate their cultural and social adjustment, and to assist with

parent involvement. Each year, the program serves more than 500 children representing over 35 language groups.

With the passage of Question 2 in November 2002, transitional bilingual education was virtually eliminated in Massachusetts, to be replaced by programs of "Sheltered English Instruction" (SEI). Brookline's adjustment to this new model has been relatively smooth, resulting in a program name change and some minor adjustments in materials and instruction. Brookline follows an integrative SEI program model: Students work with ELL staff for part of their school day and are integrated into regular classrooms where they participate in instruction and activities with English speaking peers. The amount of integration and support varies according to each student's needs, grade, and level of English proficiency. In addition, regular classroom teachers are offered professional development opportunities to become trained in working with ELL students and in providing sheltered instruction, and ELL staff often work within regular classrooms to assist with instruction. Primary language support, utilized for clarification, is available at specific elementary schools in Chinese, Hebrew, Japanese, Korean, Russian, and Spanish.

ELL students participate in annual state wide English language proficiency assessments, and almost all take MCAS tests as well. We continue to monitor students' progress on these assessments. In general, ELL students in Brookline are mainstreamed from the program within two years of initial enrollment.

Finally, ELL program staff has begun the development of a comprehensive curriculum guide that is based on the new Massachusetts *English Language Proficiency Benchmarks and Outcomes for English Language Learners*.

Special Education

Special education services throughout the district continue to address the needs of identified learners between the ages of three and twenty-two, who require specialized instruction to support access to the curriculum. A wide range of services are provided to meet the individual needs of students, from academic intervention to related services in areas such as speech, occupational and physical therapy. Availability of services for students requiring special education intervention in social, emotional and adjustment areas is present at all schools and levels.

Staff continue to work closely with families in assuring the services needed are identified and provided to students in accordance with applicable mandates. A strong and positive relationship exists between the district staff and the Special Education Parent Advisory Council to the benefit of the school system, students and families.

Strong collaboration with regular education staff is a concerted and deliberate effort to provide services to students in the most inclusive manner which benefits all students within the class setting. Providing consultation, collaboration and professional development opportunities to both regular education and special education professionals across the district is an active approach to further the joint efforts of all teachers to provide students with special education services in the most inclusive setting which is appropriate.

Brookline Adult & Community Education

Brookline Adult & Community Education, the largest non-credit public education program in Massachusetts, has expanded the concept of learning throughout the Brookline community and beyond. A program of the Public Schools, it offers a curriculum of over 500 courses in addition to special and on-going civic projects during the fall, winter, spring, and summer. The program, which has grown to close to 20,000 enrollments, provides courses for adults, school children, and introductory language training for new residents and older adults. A broad menu of adult courses are offered that reflect community interest in the world, including Chinese, Japanese, Russian, French, Spanish, Arabic, and American Sign Language instruction. Students discuss world affairs and global investing and explore the ethnic music, dance, and cooking of many cultures.



Courses focusing on philosophical and spiritual awareness and reflection also respond to active community interest. Each term, regular program offerings include humanities, music, dance, exercise, arts, computers, cooking, business, and investment for various skill levels. The highly qualified instructors

are drawn from Brookline and neighboring towns, and include artists, entrepreneurs, skilled craftspeople, and professional educators. A number of annual special events such as programs with the Frederick Law Olmsted National Historic Site, and the Public Health Forum, hosted by former Massachusetts Governor Michael Dukakis are presented.

Brookline Adult & Community Education also presents many stimulating special events. During the spring semester, the Threshold Program at Lesley University will present the process of moving from a dependent to an independent lifestyle through a fundamentally unique education program that is curriculum and skill based. The Landmark Student Advocates from the Landmark School increase our awareness and understanding of learning differences. Through video, PowerPoint slide presentation and the students themselves we hear first-hand about how these students recognize and advocate for their own learning styles. The *Thursday Evening Lecture Series* remains as a staple in the program offering cutting edge topics and current issues such as Podcasts, the relationship between mysticism, genius, ADHD, and bipolar traits, and ergonomics and fitness in the workplace.

The summer is filled with sounds of students participating in our *Smart Summers Program*. This program is an exciting summer enrichment program for students in grades 1-6. Specific programs are designed to meet the children's diverse talents such as *Cybersummer* for students who want to build their own websites, *Theater Arts* for children who love drama, *Curious Kids* for children who like to explore and *Creative Arts* for those who want to experience the arts.

On-going co-sponsored courses with various town agencies, such as the Council on Aging, Brookline Health, Brookline Music Boosters, the Friends of the Performing Arts, the School/Community Partnership, and the Brookline Public Library continue to be mainstays of the program.



Through its proud tradition of public schooling, the "business" of Brookline has always been education. Brookline Adult & Community Education builds on this tradition, expanding the concept of community education to serve the many diverse constituencies that make up the Brookline community. Its goal is to continue to bring the community together in its essential work—education for the improvement of the quality of life for all its members.

LIBRARY

James C. Flaherty, Director

Introduction

2006 was a very exciting year for the Public Library of Brookline. In January, we completed our third full year in our renovated Main Library. I am pleased to report that the facility continued to impress visitors and adapted well to a steady increase in the number of visitors. The public continues to express their appreciation for how the building looks and the easier access it provides to library resources.

Service

Total circulation for all three libraries increased by only 1% in FY 2006. This is well below the double-digit increases of the past 3 years. This is attributable to the fact that the Coolidge Corner Branch was closed for renovations for five months of the fiscal year. Although circulation increased dramatically at the Main Library and we maintained a small branch at the Sussman House, usage was clearly adversely effected during the closure. Circulation quickly rebounded once the work was completed. During 2006, we lent more than 80,000 items to other Minuteman Library Network members and borrowed more than 112,000 items from Minuteman member libraries for Brookline patrons.



**Newbery Award Winning Author
Katherine Paterson Signs Copies of Her New Book**

Our Children's Departments were busier than ever in 2006. Story hours continue to be very popular and we are now offering eight programs each week for children ages 1 to 6. Due to the generous support from the Brookline Library Foundation and the Friends of the Library, we were able to host a wide range of storytellers, magicians, artists, and performers at all three libraries. In cooperation with the Children's Book Shop three authors visited the library to read and sign their books. The popularity of the statewide summer reading program has steadily grown over the past few years and is now a much anticipated annual event for children of all ages. We have developed a number of programs with the Council on Aging and this year delivered holiday cards, Valentines, and May Baskets made by children to the Senior Center. More than 226,000 items were circulated to children last year, accounting for just under 20% of our total usage. The Children's Department is also a great recourse for parents and teachers. We currently have available over 90 booklists on topics ranging from the environment to pirates.



In addition to lending books, over the past several years, the library has provided an increasing number of educational and cultural programs aimed at not just children, but residents of all ages. The Reference Department sponsors three discussion groups at the Main Library and one at each branch. Building on the success of the past two years, BROOKLINE READS again encouraged the entire community to read the book, *Snow Flower and the Secret Fan* by Lisa See. Through book discussion groups, film, and panel discussions thousands of people came together around the themes raised in the book. More than 500 people attended the 13 programs that extended over a five-week period.

In recent years, more and more information has been made available in electronic format and the library has made every effort to make this information available to our users. Some of these services are paid for by the State or the Metrowest Regional Library System and others are made available through our membership in the Minuteman Library Network (MLN). MLN is a consortium of 41 public and academic libraries who work together to enhance service for library users. MLN has a web site (<http://www.mln.lib.ma.us>) that provides links to many useful Internet resources. Many of the databases available at the library may also be accessed from your home by visiting the MLN web site or the Brookline Library's web site at (<http://www.brooklinelibrary.com>). State budget cuts have led to the loss of several of these databases over the past four years. In spite of these cutbacks, the number of users the remaining databases receives continues to grow as their availability and value becomes more well known to library users.

Trustees and Staff

Carol Axelrod, Vivien Goldman, Philip Kong, and Edith Sperber were re-elected to the Board in May. Full time staff work 37 hours per week, including evenings and Saturday and Sunday hours. Educational backgrounds include English, history, literature, children's literature, mathematics, biology, music, and computer science with 19 of the full-time employees holding Masters' Degrees in library science.

The year saw a number of staffing changes. Jared Jenisch and Julia Leardi both resigned from their positions in our Reference Department. Julia has accepted a position at the Malden Public Library. After 19 years of service, our Senior Custodian Barbara Radley retired. All three of these staff members will be missed for their many contributions. In May Maryam Karimi joined us as our newest full-time Library Assistant in the Circulation Department. In June Robin Brenner accepted a position in our Reference Department, where she will focus on services to young adults.



**Ruan Bachu Demonstrates Painting
Technique to Driscoll School Students**

Friends

The Friends continued to hold their ongoing book sale in the lobby of the Main Library. Due to the hard work of a small team of volunteers, and the added space available in the lobby, this "honor system" sale is more profitable than ever. The Friends use their revenue to enhance library service. They have sponsored a growing number of children's programs including; storytellers, musicians, magicians, and other educational and entertaining programs at all three libraries. They also jointly sponsor a number of programs with the Trustees. Starting this year, in cooperation with Steps to Success, the Friends began to offer ESL conversation groups at both the Main and Coolidge Corner Libraries. The groups have been very well attended. To support the students, the Friends have purchased an online subscription to Rosetta Stone, the same ESL training program that is sold at airports all over the world. Patrons can log on to the service through www.brooklinelibrary.com. The Friends are always looking for volunteers to help with the events discussed above as well as with other ongoing activities. Please ask for a brochure the next time you visit the library, or visit <http://friendsofthebrooklinelibrary.org>.

Brookline Library Foundation

The Brookline Library Foundation was incorporated in 1999 as an independent non-profit 501 (c) 3 corporation, whose initial purpose was to raise funds in support of the renovation of the Main Library. Having fulfilled their pledge to raise \$4 million for the Main Library renovation project, the Foundation continues to raise funds through an annual mailing and its annual Winter Gala. Last year's Gala was attended by almost 400 people. Funds will be used to supplement programs and services at all three libraries.



Library Trustees

Brookline Library Music Association

Brookline Library Music Association (BLMA) presented its regular schedule in 2006, its 55th year of offering free music to the citizens of Brookline. Six concerts were held drawing more than 600 enthusiastic music lovers. The concerts featured many types of music, from renaissance to rock.

Facilities

With the renovation of the Main Library behind us, much of our focus the past few years has been directed to the branch libraries. In 2005, we replaced the HVAC system and made a number of enhancements and modifications to the Coolidge Corner Branch. Forty-year old furniture was replaced, the lighting was improved, the interior was painted and the restrooms upgraded to fully comply with ADA requirements. When the building reopened, twelve public access computers were available and the facility looked almost new. Design work is now well underway to make similar enhancements to the Putterham Branch. Originally scheduled to begin in the summer of 2007, this work will be delayed in order to allow the Brookline Assessors' Office to relocate to the Putterham Library meeting room during the renovation of the Town Hall.

Challenges

While we are very pleased with the public's enthusiastic response to the many services we offer, keeping up with patron demands is a real challenge. Based on the dramatic increases in circulation we have experienced over the past three years, we were authorized to hire an additional Library Assistant last year. This was our first increase in staffing in more than 20 years. While this has been very helpful, we continue to rely on a growing number of volunteers working behind the scenes to assist the staff in providing high quality library service. We now have in place a volunteer who recruits, places, and trains other volunteers. We also employ work-study students. Under this program, college students are paid by the federal government, through their financial aid office, with the library paying only a modest percentage of their salary. This year we employed students from Boston University and U Mass. Boston.

Conclusion

I want to thank the library staff for their continued strong efforts. The Trustees and staff greatly appreciate the ongoing support the library receives from the Board of Selectmen, Advisory Committee, Town Meeting, and other municipal departments. Most importantly, however, we want to thank the citizens of Brookline, who demonstrate how important a part of the community they feel the Public Library of Brookline is by their ever-increasing use of our services. We look forward to 2007.

PLANNING AND COMMUNITY DEVELOPMENT

Jeff Levine, AICP, Director

The Department of Planning and Community Development is responsible for managing and coordinating development review, zoning, subdivision, design review, capital improvement, housing, historic preservation, and the Community Development Block Grant program. The Department provides support to the Planning Board, Board of Appeals, Housing Advisory Board, Economic Development Advisory Board, Preservation Commission and other appointed committees and task forces.

The Department's mission focuses on providing and facilitating the highest level of service to Town residents, businesses and institutions through timely communication and encouragement of active citizen participation; strategic and proactive planning to appropriately guide and manage short and long term development, redevelopment and capital investment; conservation of cultural, historic and environmental resources; preservation and expansion of affordable housing; initiation of economic development, programs and projects to support business opportunities and the enhancement of commercial areas; and, most importantly, improvement of our community's overall quality of life.

In February 2006, Jeff Levine, AICP, who had been serving as Acting Director, was appointed Director of Planning & Community Development. There are two Assistant Directors – Polly Selkoe, AICP, who is Assistant Director for Regulatory Planning; and Joe Viola, who is Assistant Director for Community Planning. Mrs. Selkoe supervises the planning/zoning work of the Department as well as the historic preservation division. Mr. Viola supervises the affordable housing development work, the Community Development Block Grant program, and other major initiatives of the Department such as the Gateway East/Village Square project.

MAJOR ACCOMPLISHMENTS IN 2006

The Department of Planning & Community Development initiated or completed several significant projects in 2006. In addition to the ones listed below, these include the following:

1. The Department began work in earnest with the Coolidge Corner District Planning Council on development of a district plan for the Coolidge Corner area. This project comes out of the Comprehensive Plan, which recommended that district plans be developed in major commercial/residential nodes of the Town. The overall district plan process is managed internally, and will develop zoning, transportation, economic development, preservation and open space recommendations for the district. The Department received a Smart Growth Technical Assistance Grant from the state to hire a consultant to look at three possible redevelopment sites in the heart of Coolidge Corner, and also hired a transportation consultant to work on overall issues of parking and circulation.
2. In cooperation with the Board of Selectmen, the Department completed a plan of public improvements in the "Gateway East" area identified in the Comprehensive Plan. A Citizen Advisory Committee guided the work of design and transportation professionals in creating a package of improvements that will increase the livability of the area, including significant pedestrian and bicycle access improvements. As part of these improvements, an at-grade signalized crosswalk will replace the obsolete pedestrian bridge at 10 Brookline Place. In addition, a subcommittee of the Citizen Advisory Committee developed concepts for improvement to the concourse at Station Avenue and the Brookline Village MBTA station, for which a final design should be complete in early 2007.



3. The Department hired a Zoning Administrator in 2006 who has been effective in coordinating the overall zoning review and enforcement process, in conjunction with the Building Department and Town Clerk's office.

The Department's professional and technical staff is organized into two areas: Community Planning and Regulatory Planning. Regulatory Planning includes the planning/zoning division and the historic preservation division. Community Planning includes the housing division and the community development division. The Department also works closely with the Economic Development office on issues of common interest, and the two offices share administrative and clerical staff. Administrative and clerical support for the Department is provided by Linda Hickey, Senior Clerk Secretary, and Derick Yung, Community Development Secretary.

REGULATORY PLANNING

Regulatory planning activities – consisting of the planning/zoning and historic preservation functions – are managed by Assistant Director Polly Selkoe, AICP. These activities were placed under common management in 2006 as part of an effort to better coordinate regulatory activities in the Department.

PLANNING DIVISION

Mission

The Planning Division, in addition to serving as staff to the Planning Board, Design Advisory Teams, Zoning Bylaw Committee, and other appointed committees, guides applicants through the special permit, variance, and design review processes, and represents the Planning Board at Board of Appeals hearings. The Division also prepares façade and sign design review reports and presents them to the Planning Board for its approval. In addition, the Planning Division prepares and implements the Town's Comprehensive Plan and conducts research, studies and plans to guide physical development and capital investment in the Town.

Staff

The Planning Division is staffed by two full-time Planners, Lara Curtis and Adam Serafin, who facilitate design review of all signs, facades and wireless telecommunications in the Town and aid the Planning Board and Board of Appeals in the special permit and variance approval process of development proposals. They also formulate protective conditions to minimize impact from development, and these are typically incorporated into the Board of Appeals approval decisions. Also working with the Planning Division is Michael Shepard, the new Zoning Administrator, whose job was created as a result of recommendations by the Zoning Implementation Committee. He serves as liaison to the Building Department, oversees developments during construction, and works to ensure that there is compliance with conditions required in the Board of Appeals decisions.

Planning Board

The Planning Board is a five-member citizen committee appointed by the Board of Selectmen. The Board holds evening public meetings approximately every two weeks to consider and make recommendations on all Board of Appeals cases. The Planning Board at the beginning of its evening meetings, on a quarterly basis, facilitates a public forum to give citizens an opportunity to raise planning issues, which are of a concern to them. The Board also reviews all proposed commercial signage and awnings, façade alterations, and wireless telecommunication facilities proposed for the Town. Current members include: Kenneth Goldstein who serves as Chairman, Mark Zarrillo who serves as Clerk, Linda Hamlin, Steve Heikin and Jerome Kampler.



Planning Board

The Planning Board also convenes Design Advisory Teams to evaluate the design aspects of large development projects and chooses Board members to serve as liaisons to other Town Committees, such as the Housing Advisory Board, the Coolidge Corner District Council, and the Zoning By-Law Committee.

Development and Design Review

Design Advisory Teams were appointed by the Planning Board to assist it in its design review of two substantial condominium projects, one at 311-327 Hammond Pond Parkway for 36 units and two new single family homes; and the other at the corner of St. Paul Street and Sewall Avenue, combining preservation, restoration and new construction to create 42 condominium units with underground parking. Numerous hours were spent by these Brookline architects, design professionals, and neighborhood representatives, who volunteer their time to help ensure that neighborhood concerns are addressed and that the development will enhance the overall appearance of the Town.

In addition to the Planning Board's review of the two major impact development proposals above, other reviews of 2006 Board of Appeals cases included: an addition to a Victorian house at 99 Winchester Street, for a total of five new dwelling units; review of design modifications for a new 59 unit residential building at Hammond and Heath Streets (west side), a new gym at Beaver Country Day School, an addition at the Chabad Center, creation of new lots on Heath and Cottage Streets, and multiple requests for additions, dormers, attached garages, basement conversions, decks, and common driveways.

Design review of commercial signs, awnings, façades, handicap ramps, and wireless telecommunication facilities are an important part of the Planning Division and Planning Board's responsibilities in order to preserve and enhance the attractiveness and viability of the Town's commercial areas.

Renovated façades were approved for Beacon Street Tavern at 1032 Beacon Street, Longwood Towers at 21 Chapel Street, Edible Arrangements at 256 Washington Street in Brookline Village, Qdoba at 289 Harvard Street in Coolidge Corner, and the retail building at 1329 Beacon Street on the southwest corner at the intersection of Harvard and Beacon Streets in Coolidge Corner. Included in the renovations to this corner building were a rooftop monument commemorating the Brookline Tercentennial, decorative metal fins and an attractive sign reading Coolidge Corner. Additionally, various façade and freestanding signs, and awnings were approved on Beacon, Boylston, Harvard and Washington Streets, and Commonwealth Avenue.



Edible Arrangements



Harold Brown Building

The Planning Division also helped prepare The Coolidge Corner Interim Planning Overlay District Design Guidelines, which were approved by the Planning Board in January 2006, and extended by Town Meeting through spring 2007. The design guidelines are used by the Planning Board during design review of proposals in the Coolidge Corner area and are a useful tool in educating property owners and developers interested in the key design issues in the Coolidge Corner area. Many of these design guidelines have the potential to become permanent and apply town-wide.

The Planning division plays a key role in facilitating the review and approval process of proposed zoning warrant articles. In Spring 2006, Town Meeting approved two Zoning By-law amendments proposed by the Moderator's Committee on Zoning. One tightened the definitions of gross floor area and habitable space; the second, changed the regulations related to exceptions to the maximum allowed floor area for single and two family dwellings and conversions of basements and attics to habitable space. The Planning Division staff provided extensive research and technical support to the Committee.

In Fall 2006, the Planning Board reviewed and made recommendations on eight zoning amendments. Two of them were approved by Town meeting: a six month extension of the Coolidge Corner Interim Planning Overlay District, and a citizen petition for including exterior demolition of structures in Section 5.09, Design Review. Five of the zoning warrant articles were referred back to the Zoning By-Law Committee for further review and recommendation, and the Planning Division is staffing these meetings. One of the Fall 2006 zoning amendments proposed was to replace some multi-family zoning areas in Coolidge Corner with a newly created three family zoning district to better reflect the predominantly one, two, and three family homes that are there.

PRESERVATION DIVISION

The Brookline Preservation Commission is responsible for the educational, cultural, physical, economic and general welfare of the public through the preservation of the historical and cultural assets of Brookline, including buildings, sites and districts of historical and architectural significance. It also tries to encourage the development of appropriate uses and settings for such buildings and places.



Preservation Commission

The Commission, appointed by the Selectmen, consists of Sheri Flagler, Chair; Dennis DeWitt, Vice-Chair; Gary Gross; Wendy Ecker; George Garfinkle; Commission alternates include Elton Elperin; Emily Livingston. The Selectmen appointed James Batchelor and Peg Senturia as alternates. Lisa Clark and Lisa Cunningham

resigned, one in the spring and one in the fall. Their thoughtfulness, attention to detail and concern for the Town made them assets to the Commission. Two preservation planners, Greer Hardwicke and Roger Reed, staff the Preservation Commission office. This past fall, Rosemary Foy finished her year assisting the office in innumerable and invaluable ways.

Local Historic Districts

This Commission has finished up its full year with the five new and old districts. Pill Hill, Cottage Farm, Graffam-McKay, Harvard Avenue and Chestnut Hill North. The BPC reviews any exterior design changes and issues Certificates of Appropriateness, Non-Applicability or Hardship for exterior work at its monthly meetings. This past year the Commission acted on 84 applications, including the construction of a new house in the Chestnut Hill North District and the design of another. The existing Design Guidelines were revised and new copies printed.

Demolition

The Commission also administers the Demolition By-law of the Town, which charges it to assess properties for their historical, architectural and cultural significance before a demolition permit is issued. If a property is deemed significant, the Commission pursues alternatives to demolition with the participants. Town Meeting approved modifications to the existing By-law, expanding the definition of demolition, adding as eligible for review interiors of public buildings on the National Register and increasing the time of a stay of demolition to 18 months (from 12 months) for National Register properties. In 2006, the office reviewed 34 cases, 7 of which resulted in the imposition of a stay of demolition.



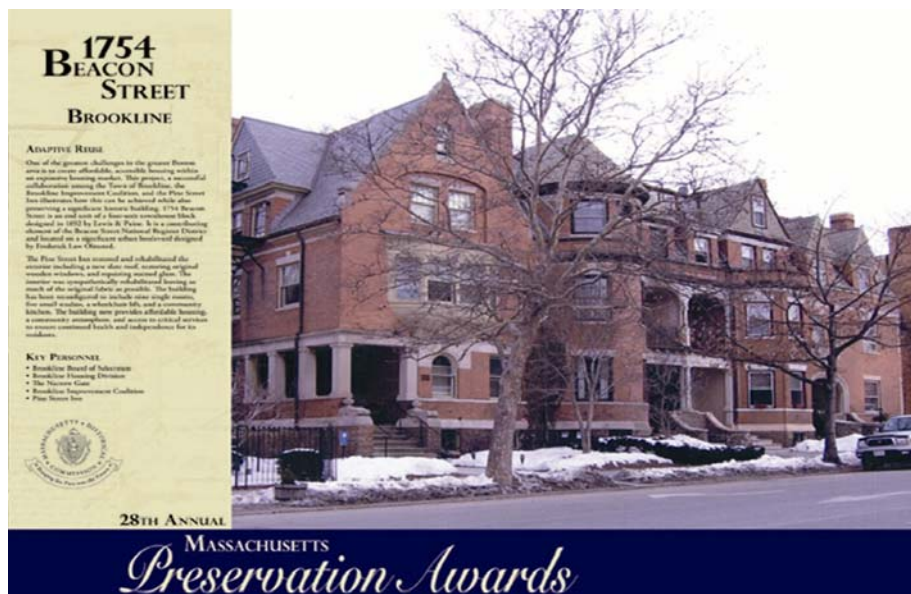
Preservation Awards

This year's 17th annual Preservation Award ceremony was once again held at 43 Hawes Street, the renovated residence of George Wightman, now part of Wheelock College. The year's recipients included John and Sarah Sheldon for the fence at 43 Cottage Farm Road; Dennis P. Cronin for 92 Thorndike Street; Mr. and Mrs. Eliot Wadsworth, II for 182 Walnut Street; Brookline Historical Society and Larry Barbara for the BHS Website; Kenneth Liss for the "Blake Park: History of a Neighborhood" website; St. Mary of the Assumption Parish and the Roman Catholic Archbishop of Boston for the restoration of St. Mary of the Assumption Church on Linden Street; James Lebowitz for 42 Manchester Road; Stig Leschly and Battle Associates for 115 Buckminster Road; Richard Allen and Antonio Lepe for 294 Washington Street; and the Brookline Historical Society, Brookline Building Department and the North Bennett Street School for the Widow Harris House at Larz Anderson Park.



St. Mary of the Assumption Church

The Brookline Preservation received their own Preservation Award from the Massachusetts Historical Commission for its Book, From Carriage House to Auto House: A History of Brookline's Transportation Buildings to 1940. The housing project at 1754 Beacon Street involving restoration and affordable housing also won an award.



Certified Local Government/Design Review

As a Certified Local Government, the Commission reviews projects involving National and State Register properties. The Commission continued to monitor the dredging and restoration project of the Emerald Necklace. The Commission has also been involved in the planning process for the disposition of the two historic Fisher Hill reservoir sites, both sites listed in the National Register of Historic Places. The staff continued to work with DPW on the renovation of Monmouth Park and the construction of Beacon Street. The staff reviewed over 5 telecommunication installations, including one at the Brandegee estate, which was modified to be more appropriate for the property's architectural significance. As part of it Programmatic Agreement involving Community Development Block Grant monies, the office reviewed the alterations at the Brookline Community Mental Health Center on Garrison Road.

Historic Properties

The staff continued to cooperate with the Building Commissioner and the Brookline Historical Society to maintain the historic town-owned buildings. The work to restore the Putterham School included putting on a new roof, rebuilding the chimney and the repair of wood trim. The staff advised the committee replacing the windows at the old Pierce School to install new ones as close to the original as possible.

Design Review for Planning Board

The Commission continues to work with the Planning Division on cases that come before the Planning Board that involve properties listed in the National Register of Historic Places. The historically sensitive renovation of historic houses, carriage barns and garages remains a high priority. The Shingle style house at 464 Heath Street was moved on the site rather than being demolished. The Commission worked with the Planning Division on over 10 design cases.

The Commission also worked with the Planning Division and the Coolidge Corner Committee to address the neighborhood preservation issues surrounding development in the area.

Other

The staff responded to over 500 inquiries for information and advice, including historical and genealogical inquiries. Among those assisted Holyhood Cemetery, Public Library of Brookline, Brookline Historical Society, Brookline School Department, The Boston Globe, The Brookline TAB, Harvard Graduate School of Design; Brookline Magazine, Walk Boston, Killeath Israel, Boston University students.

The Commission worked with the Department of Public Works to maintain as many of the historic cast aluminum street signs as possible, from retaining those on Local Districts to retro-painting the old ones.

In an effort to save and restore the Henry Hobson Richardson house, the staff has worked closely with the owners to find an appropriate use, sponsoring a charrette with individuals from the Boston area and nominating for National Historic Landmark status.

COMMUNITY PLANNING

Community planning activities are managed by Joe Viola, the Assistant Director for Community Planning. Community planning activities were combined under Mr. Viola's management in 2006 in order to better coordinate all housing, community development, and long range planning activities in the Department.

HOUSING DIVISION

Mission

The Housing Division focuses on maintaining the diversity of the Brookline community by supporting the creation of housing affordable to households with a range of incomes. It does so through supporting the preservation of existing affordable housing, development of new affordable housing for renters and homebuyers using both the existing housing stock and new development opportunities, and administration of programs that provide counseling and financial assistance to homebuyers.

Staff

The Housing Division is comprised of three staff persons. Francine Price, Housing Development Manager, focuses on policy, new program directions, and project development. Housing Project Planners Bruce Genest and Virginia Bullock focus on homebuyer programs, program development, and project management.

Housing Advisory Board

The Housing Advisory Board (HAB) is charged with recommending housing policies, plans, and programs for the Town, especially those relating to the promotion of affordable housing, and serves as Trustee of the Town's Affordable Housing Trust. The HAB's 2006 membership included Roger Blood (Chair), a management consultant; architect Steven Heikin, as designee of the Brookline Planning Board; affordable housing consultant Michael Jacobs, as designee of the Brookline Housing Authority; affordable housing attorney Daniel Rosen; affordable housing lender David Rockwell; Kathy Spiegelman, currently responsible for planning for Harvard University's new Allston campus; and Rita McNally, filling the position of tenant representative.



Housing Advisory Board

Current Housing Resources

The Housing Division manages a variety of federal, state and local and funding resources, which it seeks to use in ways which best leverage outside funding. Brookline received an allocation of \$587,989 in federal HOME funds through the WestMetro HOME Consortium in fiscal year 2007. It also received \$389,596 for affordable housing programming from the Town's federal CDBG allocation, and \$372,461 into its Housing Trust from developers subject to the Affordable Housing Requirements of the Zoning By-law.

Preserving Existing Affordable Housing

The HAB and staff's first priority is to preserve existing affordable housing. This includes "expiring use" projects, which were originally developed during the 1960's and 1970's under public programs with limited term affordability requirements. During 2006, the Town signed a Memorandum of Agreement with the Brookline Cooperative, a 116-unit project with a 40-year term of affordability which terminated in April. As a result, when the project converted to condominiums in December, 32 units -- 28 percent of the total -- were transferred with covenants permanently restricting the units as affordable.

Redevelopment of Existing Rental Housing

The Housing Division continues to reach out to Brookline property owners, brokers, and potential developers to explore opportunities to create additional affordable housing through the acquisition and improvement of existing rental properties. One important source of affordable housing is the Town's existing lodging houses. Prompted by a dramatic increase in property tax assessments for lodging houses this year, under the direction of the Board of Selectmen and the Housing Advisory Board, the Housing Division began researching this important resource. At the same time, the Town provided \$276,340 to the Pine Street Inn to update its 28-unit property at 1043-45 Beacon Street. An important partner in preserving traditional lodging houses, the Pine Street Inn also celebrated with the Town a Massachusetts Historical Commission Preservation Award for its project at 1754 Beacon Street, a collaboration with the Brookline Improvement Coalition to redevelop a poorly managed and dilapidated lodging house.

During 2006, staff identified three properties which provided opportunities for conversion to permanent affordability. By the end of the year, discussions were still underway with two owners that could yield as many as 17 affordable rental and homeownership units.

New Housing Development

The Housing Division continued to work with the St. Aidan's development team, headed by the nonprofit Planning Office for Urban Affairs, Inc., to advance this project. Permitted under Chapter 40B, the project will provide 36 affordable units in a 59-unit development which preserves the St. Aidan's church building through adaptive reuse, and conserves the church's forecourt as open space. Litigation filed in September of 2005 postponed construction of the project. By the end of 2006, a settlement had been reached and the developer was engaged in re-pricing the job.

The redevelopment of the 4.8 acre Town-owned reservoir site on Fisher Hill for mixed income housing continued on the agenda. An all day charrette provided useful insights on site massing; and by the end of the year, a new committee was being formed to finalize development and design guidelines in a Request for Information, to be distributed to the development community.

The Affordable Housing Requirements ("inclusionary zoning" provisions) of the Town's Zoning By-law under Section 4.08 creates opportunities for affordable housing through private market development. These obligate developers of projects with six or more units to contribute to affordable housing. Projects with 16 or more units must include on-site affordable housing; developers of projects with six to 15 units may choose to make a cash contribution in lieu of units. During 2006, staff worked with the developers of 635 Hammond Street, 156-160 St. Paul/76-78 Sewall Avenue, and 311-327 Hammond Pond Parkway/36, 39 Glenland Road on affordable housing plans for projects which are expected to yield 16 affordable condominium units. Staff assisted the developer of the property at 323 Boylston Street on outreach for and qualification of buyers of four affordable condominium units.

Administration of Housing Trust

The HAB makes recommendations to the Board of Selection for expenditures from the Housing Trust. During 2006, the Housing Trust received a total of \$372,461 in lieu of units from two projects subject to Section 4.08, a significant decrease from previous years and reflecting mainly the completion of the project at 164 Harvard Street. The Trust provided \$15,000 towards the price of the Fisher Hill Town Site Charrette and, following the settlement of litigation, \$651,750 for model unit and predevelopment costs at St. Aidan's.

Homebuyer Assistance

The Town's Homebuyer Assistance Program provides technical assistance and financial support for affordable homeownership. Up to \$125,000 in HOME and CDBG funds are available for down payment assistance to households with incomes below 80 percent of area median income who locate a home in Brookline. The Program also provides general homebuyer counseling for those seeking housing in Brookline, including Town employees, and runs lotteries, and selects and qualifies buyers of units created under inclusionary zoning. During 2006, the Program assisted four purchasers of existing condominium units who received a total of \$385,000 in HOME and CDBG funds, and housed four purchasers of condominiums under Section 4.08 at 323 Boylston Street. All buyers benefited from the Town's partnership with Boston Private Bank, which has administered the Town's allocation of Massachusetts Soft Second Program funds.

Affordability Monitoring

The Division monitors affordable housing developed under Town auspices or through inclusionary zoning. At present, 119 rental units at 14 addresses (as well the three properties comprising Centre Communities) are subject to annual monitoring in order to assure that the properties continue to lease to income eligible tenants at affordable rents. In addition, 93 condominium units are monitored in order to assure that the owner is continuing to use the property as his/her primary residence.

COMMUNITY DEVELOPMENT

The Community Development Division is responsible for administration, oversight, and monitoring of the Town's Community Development Block Grant (CDBG) from the U.S. Department of Housing and Community Development (HUD). For fiscal year 2006 (July 1, 2005 to June 30, 2006), the Town received \$1.824 million in CDBG funds which was spent on eligible activities, such as the creation of affordable housing, the provision of social services, and public improvements that benefit low- and moderate-income residents of Brookline. These included renovation of the historic Monmouth Park and fencing to bring the park up to current accessibility standards; capital assistance to the Brookline Housing Authority and the multi-year funded Brookline Center project; and 15% of the grant allocation to for operating assistance to social service agencies. The CDBG

program also supports the Department's other comprehensive planning, historic preservation, and housing activities.

In response to the requirements of the Department of Housing and Urban Development, the responsibility for performing administrative oversight and coordination of the daily operations of the entitlement grant and sub-grantee supported activities for the Community Development Block Grant entitlement program lies with CD Administrator, Gail M. Lewis. Assisting Ms. Lewis on a part-time basis with fiscal administration of the grant is Ms. Ewana Lindo-Smith.

Five Year Consolidated Strategy and Plan 2006-2010

In May, 2005, the Division completed a new Five Year Consolidated Strategy and Plan, which was adopted by the Board of Selectmen in May and subsequently approved by the U.S. Department of Housing and Community Development. This document provides a framework for the expenditure of the Town's CDBG funds for the next five years. The Fiscal Year 2006 One Year Action Plan was the first year of the adopted Five Year Plan.

Grant Administration

Funding to the Town's entitlement grant has been cut back over the last four years. At the same time, the administrative requirements of the program have significantly increased. Program requirements include but are not limited to developing a One Year Action Plan for how the grant will be expended; developing every Fall a Consolidated Annual Program Evaluation Report (CAPER) which examines how CDBG funds were spent the prior year; adopting new regulations on performance measurements which track how successful grantees were in achieving program outcomes; monitoring subrecipient grant compliance; filing documentation appropriate for the entitlement's compliance with federal and state entities; and working with the Community Development Advisory Committee every winter in review of applications for grants.

CDBG Advisory Committee

Citizen participation is a required part of the block grant process. It helps to determine how well our housing, physical and human services funding is meeting the Town's needs, to help develop priorities; and to determine what other resources are needed in the future. The Community Development Advisory Committee, now in its third year, has been responsible for conducting hearings, reviewing applications for funding, and making preliminary recommendations on the grant to the Board of Selectmen. The challenge for this Committee is to balance needs and available resources through the block grant. The Committee will continue to face difficult choices in making decisions regarding funding recommendations given the wide range of community and housing needs the Town has identified in the Five Year Consolidated Strategy and Plan.

Homeless Consortium

In the pursuit of funding to better serve the needs of Brookline residents who may be homeless or at risk of homelessness, the Town has coordinated with the cities of Newton and Watertown to form a Continuum of Care Consortium. The Continuum of Care system has been developed to lay out a comprehensive and coordinated approach to address the needs of homeless families, individuals, and people at risk of homelessness within these communities. The creation and on-going refinement of the Continuum is an established part of the process used to develop and update the Consolidated Strategy for the Town, City of Newton, and the West Metro HOME Consortium.

BOARD OF APPEALS

The Board of Appeals is a quasi-judicial board responsible for approving special permits and variances from the Zoning By-Law in accordance with the Massachusetts Zoning Act, General Laws Chapter 40A. The Board has three regular members and four alternate members, all citizens of the Town appointed for three-year terms by the Board of Selectmen. The Town Clerk serves as the secretary to the Board of Appeals. The Board meets weekly and normally hears two cases each week. The hearings are advertised in the TAB and notices are sent to abutters and Town Meeting Members in the precinct where the property is located. Three members hear each case and a unanimous vote is required for an appeal to be granted.



Board of Appeals

The Members of the Board of Appeals

Diane Gordon, Chairman
Bailey S. Silbert
Enid Starr
Sara McCauley Sheldon

Associate Members

Jesse Geller
Lawrence E. Kaplan
Harry Miller
Murray Shocket

In FY-2006 the Board of Appeals received applications and held hearings on 61 cases, on which 50 decisions were filed, 9 pending at year-end, 2 postponed. Application fees totaled \$48,875. The Town Clerk's Office continued to provide administration support to the Board.

In all decisions, the Board of Appeals must carefully balance all needs and rights of the applicant with the impacts on the neighborhood and the Town. Frequently, the Board will impose conditions, sometimes a dozen or more, designed to improve the proposal and to mitigate any impacts.

Economic Development Department

Catherine Cagle, Economic Development Director

The Economic Development Advisory Board (EDAB) and the Economic Development Department staff spent 2006 focused on encouraging appropriate new commercial development, supporting Brookline's existing business community, developing specific streetscape improvements identified in the Commercial Areas Streetscape Master Plan and collaborating with the Planning and Community Development Department on the Gateway East and the Coolidge Corner District Planning Process.

Our principal objective remains to seek appropriate opportunities to bolster and expand Brookline's commercial tax base in order to support Town services and schools and to keep our local business districts healthy and attractive.

1. Encourage appropriate economic development;
2. Foster the prosperity of businesses in the town's commercial areas;
3. Enhance the Town's built environment by promoting design excellence in new development; and
4. Preserve and enhance the character of neighborhoods.



**Economic Development Advisory Board members and
Economic Development Department:**

**Standing from Left to Right: Paul Saner, Alden Raine, Commercial Areas Coordinator Marge Amster, Susan Houston, Steve Pratt-Otto, Don Warner, Ken Lewis, Peter Norstrand and Tom Nally. Seated at the Table from Left to Right: Co-Chair Anne Meyers and Economic Development Director Catherine Cagle.
Not Shown in Photo: Co-Chair Dr. Robert Sperber, Mary Fifield and Jim Shea.**

Commercial Areas

In continuing our mission to support Brookline's existing business community, the Economic Development Department:

- Managed the 1st Light Festival (which kicks off the primary shopping season) including fundraising, budgeting, scheduling and implementing the festival with its many events. This year the 1st Light Steering Committee incorporated the Brookline Food Pantry into the event, raising money and collecting items for the Food Pantry. 1st Light Festival funds also purchase the town's holiday snowflake lights. Widespread participation by the business community and residents make this an anticipated event.
- Worked with merchants' associations and the Chamber of Commerce to continue a campaign to encourage local shopping and foster appreciation of our local commercial areas as an integral part of Brookline's identity and quality of life.
- Updated the vacancy rate, chain store and restaurant rate statistics for each commercial area to better understand trends and issues.
- Managed the information kiosk program in Coolidge Corner and Brookline Village as a town service to advertise nonprofit local events and provide an inexpensive marketing vehicle for local business. In 2006, nearly one hundred local events were promoted in the kiosks, including Martin Luther King Day events, Senior Craft Fair, Library All-Town Read, Farmers Market, Rotary Pancake Breakfast, Coolidge Corner Sidewalk Sale, Recreation Department Summer Concerts, Greenspace Alliance Environmental Programs, Brookline Chorus House Tour, Adult Education Special Lectures, Brookline Artist Open Studios and Affordable Housing Opportunities.
- Worked on implementing the first project to come from the Commercial Areas Streetscape Master Plan. A Coolidge Corner Streetscape Design Review Committee that includes seven town meeting members and representation from many boards and commissions was formed to work on the project. The DRC has met several times, and has obtained a consultant for design services that will include producing construction documents. A public meeting was held to review the 80% design concepts; and with that feedback the consultant is proceeding to the 100% design phase. The project is expected to go out to bid this winter with a spring 2007 implementation date.
- Maintained regular communication with the various business interest groups (business owners, commercial landlords, and commercial brokers) to be able to represent their issues and effectively

advocate on their behalf with the Town.

- Assisted the business community with problem solving with various Town Departments, local residents or outside agencies. (e.g. NSTAR, MBTA, MWRA)

Facilitating Appropriate New Commercial Development

The Economic Development Office continues its mission of identifying and facilitating appropriate new real estate development projects that will enhance the commercial tax base for Brookline, support small restaurants and businesses and provide revitalization and enhancement for our community.

- *Two Brookline Place:* WinnDevelopment and Children's Hospital are in negotiations for Two Brookline Place. Although ownership may change, the building plans, the design team and the ground lease to insure a tax equivalent payment regardless of ownership remain unchanged.
- *Red Cab (111 Boylston Street):* At an EDAB sponsored meeting, Leggat McCall presented a preliminary proposal to EDAB and interested neighbors for the Red Cab site which very well received. The developer repeated throughout their presentation that they want to work with the community and will keep EDAB apprised of their plans to start the regulatory process. The proposal included demolition of the existing structure to construct a new four-story building with ground floor retail and three levels of medical office space.
- *Gateway East Public Realm Project:* Gateway East is one of the first projects to be completed from the Comprehensive Plan 2005-2015. It was co-managed by the Planning and Community Development and Economic Development Departments. Concepts for the public realm that were initially identified by the Two Brookline Place PRT and the community were advanced into specific capital improvement projects for implementation and design principles to ensure that the redevelopment of Two Brookline Place compliments and enhances the neighborhood. The Brookline Village MBTA Station and the Walnut Street/Juniper Revised Jughandle – two projects identified by the project are already underway. In addition, the Citizen Advisory Committee recommended renaming the area 'Village Square'.
- *Coolidge Corner District Planning Process:* The Coolidge Corner District Planning Process was identified as a key project from the Comprehensive Plan 2005-2015. It represents a year- long collaboration between the Planning and Community Development, Economic Development Departments and the Coolidge Corner District Planning Council. The Coolidge Corner District Planning Council generated their own vision of appropriate development scenarios for 10 Waldo Street, 1295 Beacon Street (Post Office) and the Centre Street parking lots.

Brookline Housing Authority

Brian Cloonan, Director

General Information

During 2006, the membership of the Authority was as follows:

David Trietsch, Chairman
 Michael Jacobs, Vice Chair
 Barbara Dugan, Treasurer
 Barbara Sard
 Russell Evans
 Brian Cloonan, Executive Director
 Matthew Baronas, Assistant Director

The Authority administers the following Programs:

<u>Housing for Seniors & Disabled</u>	<u>#of Units</u>	<u>M.R.V.P. Leased Housing:</u>	<u>#of Units</u>
		Mass Rental Voucher Program	39
Walnut Street Apartments 4-24 Walnut Street	24	<u>Housing for Families:</u> Walnut Street Apartments	76
Ralph Sussman House 50 Pleasant Street	100	22 High Street	
Arthur O'Shea House 61 Park Street	100	High Street Veterans	177
Theresa Morse Apartments 90 Longwood Ave	100	6- 30 New Terrace Road 176-224 High Street 186-218 Chestnut Street	
John W. Kickham Apartments 190 Harvard	39	Egmont Street Veterans	114
Col. Floyd Apartments 32-40A Marion Street 19-36 Foster Street Extension	60	51-85 Egmont Street 338-348 St. Paul Street 209-221 Pleasant Street Trustman Apartments	84
		7-33 Egmont Street 144-156 Amory Street 337-347 St. Paul Street	
<u>Section 8 Leased Housing:</u>	<u>#of Units</u>	15 Wheelchair Accessible Family Apartments	
Section 8 Housing		Between High St. and Egmont St. Veterans Sites	
Choice Vouchers	619		
Preservation Vouchers	50		

Applications can be obtained Monday through Friday between 8: 30 A.M. and 4:30 P. M. at the main office located at 90 Longwood Avenue, Brookline, Massachusetts or by calling (617) 277-1885. **Two & Three Bedroom list is currently closed.**

Program Activities:

In 2006, the Brookline Housing Authority achieved several notable milestones:

- The BHA worked diligently to maintain 100% utilization of Rental Housing Choice Vouchers.
- Enhanced Senior Support Services were offered by Springwell to residents of the O'Shea House and Sussman House. The goals of this program are to maintain a high quality of life for our elderly and disabled residents while continuing their ability to live independently.
- The BHA Maintained site beautification and gardening programs to enhance the curb appeal of BHA developments.
- DHCD/TANF Program Assisted six families towards self-sufficiency.

Capital Improvements:

- The BHA continued its efforts to modernize buildings and grounds at several developments.
- Converted two conventional apartments into two wheelchair accessible apartments at the Sussman House.
- Completed work on High Street Veterans site improvements.
- Completed site improvements at Morse Apartments including improved accessibility at front entrance ramp.
- Installed new windows at Walnut Street.
- Completed the painting of corridors in federal buildings.

Economic and Education Programs:

- On- going Classes and Programs at our Computer Learning Centers, located at 22 High Street, Egmont Street and High Street Veterans.
- Over one hundred area teenagers from the Brookline Community participated in summer employment and the summer peer leadership program.
- In Partnership with the Brookline School Department, expanded award-winning Steps to Success Program designed to maximize opportunity for BHA youth to attend college.
- Continued Next Steps program offering educational and career enhancement counseling to families.

General Administration:

- ^{12th} Annual Thanksgiving Dinner was enjoyed by many seniors, friends and neighbors at O'Shea, Sussman and Morse Apartments.
- Revised Annual Agency Plan with the assistance of a Resident Advisory Board. The plan includes a mission statement, goals and objectives, and numerous policies and budgets. The plan was submitted to the U. S. Department of Housing and Urban Development (HUD) for approval.
- Continued close partnerships with several public & private local entities, including The Brookline Police Department, Brookline Community Fund, Brookline Health Department, The Brookline Center, and Brookline Recreation.

HUMAN SERVICES

BROOKLINE HEALTH DEPARTMENT

Dr. Alan Balsam, Director

The Brookline Health Department has as its mission the protection of the health of Brookline residents and others who may work or otherwise be associated with the Town. Toward that end, the Department maintains an active surveillance system of health status indicators, and has planned, implemented, and continues to evaluate a broad spectrum of local health services designed to reduce morbidity and mortality and enhance the quality of life of those who live and work here.

ADMINISTRATION

During 2006, the Department continued a formal community health needs assessment of Brookline. With support from a variety of medical institutions and foundations that serve our community, an additional volume of

HEALTHY BROOKLINE was produced. Volume 10 presents Environmental Health Indicators and Risk Factors for Brookline. This report will be used to plan programs to improve the health status of citizens and to track our progress over time.

The Department management structure was maintained, providing for more access to the Director, and elevating core public health functions. In addition to the on-going biweekly management team meetings, monthly all-staff meetings with an educational component served to help build a sense of mission and community among staffers, and to enhance intra-departmental communication.

This year, the Department continued to be successful in leveraging non-Town resources for a broad range of projects. Over \$150,000 was raised from a variety of sources including medical centers, foundations, federal and state government, etc. In addition, seven well-qualified graduate students were recruited for internships for a variety of community health projects.

The Health Department continued its relationship with the Boston Visiting Nurse Service (VNA) to provide epidemiology and public health nursing services. We maintained our outreach campaign to enroll uninsured Brookline youngsters in the Children's Medical Security Plan and to expand the Dental Clinic's Program for children.

Working with the Building Department, renovations were completed on the Train Memorial Health Center, the first Municipal "Green Building" in Brookline. The Health Department relocated back to the Health Center in October with the Veterans and Human Relations Youth Resources Departments, and we were joined by the Information Technology Department and the Retirement Department.



The newly renovated Train Memorial Health Center

Emergency

The Town Emergency Preparedness Committee continued to meet regularly to prepare for the possibility of a terrorist attack or other emergency. The Health Department took the lead on issues related to bio-terrorism, convened a multi community work group on reaching "hard to reach" populations, and conducted additional exercises, with key Town personnel. Dawn Sibor continued as our Emergency Preparedness Director. Over 140 health professionals and others were recruited to our Medical Reserve Corps which will support the Health Department in the event of an emergency, and an ambitious schedule of trainings was completed.

Preparedness

Environmental Health Services

This Division, led by Patrick Maloney, MPAH, oversees many State-mandated programs including the licensing and inspections of food establishments, housing code inspections and enforcement actions, swimming pools, solid waste handling practices, animal, insect and rodent control, and the abatement of general nuisances. Additional concerns include asbestos removal, lead in the environment, hazardous waste, indoor air quality, and

the enforcement of state and local tobacco control requirements, including the issuance of permits for tobacco retailers and monitoring the over-the-counter sale of tobacco products.

Brookline continued monitoring compliance with the Town's Tobacco Control By-Law and pursuing complaints concerning infractions of the law. The Department continues to receive funding from the Massachusetts Department of Public Health (MDPH) along with several other communities, to maintain tobacco control activities.

Brookline continued to be one of the only Towns in the State to fully implement non-criminal dispositions (tickets) as an enforcement element to inspections. The Division completed all mandated inspections as required by State regulation (including 725 housing and 710 food service inspections). We provided a monthly schedule of Choke-saver classes, and certified 160 individuals.

Mosquito Control activities continued this summer as part of the Town Integrated Pest Management (IPM) practices. The Division treated 3,500 Town catch basins with a bacterial larvicide, with support from the DPW, to prevent the hatching of adult mosquitoes. We maintained our surveillance system for dead birds and mosquitoes and produced information on ways to reduce risk for mosquito borne diseases.



**Ribbon cutting at the
Green Building**

The Division helped enforce the Town's policy on snow removal with the DPW. Also working with DPW, and other town departments we continued a mercury disposal program in two Brookline locations.

The Divisions Food Safety and Inspection Program was audited this year. Although the results are still pending, the Division has upgraded programs with the assistance of the Information Technology Department. The Division responded to hundreds of requests from the public for information on radon, lead, opening new restaurants (100% of new operators received a formal orientation), and solid waste disposal. The Division also finished computerizing its permit processes in areas including food service, retail food, tanning salons, etc. and continued taking and tracking consumer complaints on-line.

The Division offered six rabies vaccination clinics in conjunction with the Newton Health Department. The sealer of weights and measures tested all town weighing and measuring devices, taxi meters, and scanners to ensure accuracy. In addition, Division staff served on various State and Regional Bio-Terrorism Preparedness and Response Program Advisory Committees and State Food Safety and Housing code revision committees.

CHILD HEALTH

Under the direction of Gloria Rudisch M.D., MPH. the Division of Child Health continued to be the Department's liaison with School Health Services and the nursing and health education staff in the schools.

There continues to be a strong association with the Essential School Health Services grant, which has facilitated the transition to a full-time school nurse leader, provided for technology training, program materials, and part-time school health services for non-public schools in Brookline. With this support, over sixty school staff members were trained/retrained in CPR and AED (Automated external defibrillator) procedures this past year.

The Daycare Inspection Unit monitored group day care centers (23) and extended day programs (10). Brookline continued to be one of a small number of communities delegated by the State to exercise licensing and inspection responsibilities to assure compliance with Department of Early Childhood and Care regulations.

In addition, the Division maintained a regular schedule of child immunization clinics staffed by public health nurses with physician back up. Over 200 youngsters were served.

The Division, working closely with the Police and School Department, implemented an annual bicycle safety education program in the elementary schools. We continued a program to counter bullying in elementary schools. In addition, we were able to assist in maintaining the Dating Violence Intervention Program (DVIP) at Brookline High School, and we continue to work with the High School AIDS Peer Leadership program now subsumed under the Students Against Destructive Decisions (SADD) program. Lastly, we continued to support programs related to health education on many levels, served on the public school Nutrition Advisory Board and the Wellness Policy Committee, and worked to support the movement toward enhanced nutrition and physical activity options in the schools. This Division has also been in working with school nurses and other school personal in emergency/crisis planning activities.

COMMUNITY HEALTH SERVICES

The Clean Hands for Good Health Campaign

Led by Lynne Karsten, MPH, this Division oversees community health initiatives including the women's health, adult immunization, injury prevention, elder health programs, and translation services. During 2006, the Division sponsored adult immunization clinics serving 2000 residents. We continued the "Clean Hands for Good Health" campaign to educate the community on steps to take to prevent the spread of disease. Support was given to the Rabies Awareness Committee and the Department maintained an inter-departmental rabies education and control program.



Pat Norling with her daughter Jennifer A. Lynch

A highlight of our work was the Women's Health campaign (funded by Brigham and Women's Hospital), which involved building grass roots coalitions, organizing educational programs, and screenings. The Department, with our partners at Beth Israel/Deaconess Medical Center, promoted a series on healthy aging and related health issues for seniors. Working with the Council on Aging and Brookline Housing Authority, we continued a Balance Exercise class that involved frail elders in a program to build muscle mass and confidence in order to prevent falls.

We have continued to work with Town departments to train staff to use AEDs. Currently, we have deployed 30 of these units around Brookline in strategic locations, in addition to those in all emergency response vehicles. Employees in all town buildings and schools where AED's are located now have received CPR/AED training.

Translation services in Russian and Chinese were provided to several Town departments. We offered basic public health information at ESL classes in family housing units. The Division regularly sponsors American Red Cross blood drives at the Main Library.

The Dental Health Clinic maintained its weekly clinic schedule at the Health Center and at the Old Lincoln School through Tufts Dental School and linked with the School Department, providing over 250 patient visits in 2006. In conjunction with the National Public Health Week during April, the Division sponsored a dental open house and educational programs featuring local dentist Dr. James Seligman.

The Division expanded its physical fitness campaign in the Town, by initiating Brookline on the Move, during National Public Health Week in April. Local gyms, sports clubs, dance and Yoga studios offered free classes to Brookline residents. In the fall, 2006, the Division partnered with the Town's Human Resources and Recreation Department to sponsor a ten-week physical activity contest Minutes in Motion. More than 350 town/school employees participated.

In November 2006, the Division began a training series to educate the Brookline community about stroke prevention. This series will expand in 2007.

PUBLIC HEALTH NURSING/EPIDEMIOLOGY

The Division of Public Health Nursing/Epidemiology oversaw the investigation and control of over 225 reports of communicable disease. Cases of lyme disease increased which reflected the announcement by MDPH that lyme disease is now endemic in Norfolk County.

Led by Barbara Westley, RN, the Division provided the Department's liaison with the Boston Visiting Nurse Association (VNA) and also provided clinical support to all Department screenings, immunization programs, and other clinical activities including refugee health. We also provided educational sessions to community groups regarding avian influenza and prevention of lyme disease.

Regularly scheduled blood pressure screenings provided over 425 patient visits. Information and referral services in the areas of foreign travel and other general health issues were also provided.

The Division distributed thousands of doses of vaccine to community-based medical providers and provided technical assistance on vaccine preventable disease issues. Finally, Ms. Westley continued to participate in the statewide initiatives addressing emergency preparedness and bio-terrorism. She acted as the chief clinical director for a five community Emergency Dispensing Site (EDS) exercise this fall, which prepares the department for mutual aid response on the regional level.

Substance Abuse and Violence Prevention and Services

This Division led by Lloyd Gellineau, Ph. D and Mary Minot, LICSW, fields programs and services in both community and school-based settings. As with previous years the programs have assisted many town residents and employees. In 2006 the Division provided over 3,000 counseling sessions, 290 class presentations, referrals and follow-up measures for 200 individuals, including students and parents.

During the summer, Lloyd Gellineau, Ph.D was hired as the department's Human Service Coordinator, replacing Gerry Trombley in a slightly revised role. During Dr. Gellineau's tenure, the Division continued to provide consultation services to residents and Town employees regarding substance abuse and domestic violence services, contributed to the Domestic Violence Roundtable Steering Committee, the Council on Aging and Graffiti Committee, in addition to collaborating with the development of the Jennifer A. Lynch Domestic Violence Forum and Memorial Garden.

The Division developed a Substance Abuse Program database as well as a Substance Abuse Self-Assessment Survey which are available on the Town website. The Division is currently collaborating with the Brookline Mental Health center to develop a comprehensive substance abuse network within the Brookline community and continues to maintain relationships with the various community self-help groups. The Division continues to assist with the organizing of the annual bartender-training program.

The Division is also collaborating with the Brookline Senior Center on initiatives to decrease hoarding behavior that often places individuals who suffer from the disorder at risk of losing their housing. The Division has also supported the efforts of other public health divisions in providing information regarding flu vaccination, EEE and West Nile Virus, and emergency preparedness.

The Division coordinated the prevention activities of the Brookline Coalition Against Substance Abuse (B-CASA), with a Drug Free Communities Support Program grant from the Substance Abuse and Mental Health Services Administration (SAMHSA). B-CASA is a community effort to address the underlying contributing factors of teen substance use and offers effective prevention strategies. Membership includes students, parents, police, school staff, local clergy, youth serving professionals, and alcohol and drug prevention professionals.

The B-CASA Steering Committee developed an annual comprehensive strategic prevention plan using the principles of effectiveness outlined by SAMHSA. Four B-CASA Action Committees carried out the activities of the strategic plan:

- The Community and School Policy Committee: Reviewed and implemented school and town policies to reduce teen access to alcohol and other drugs;
- The Parent Resource Network Committee provided timely information and advice to parents to support healthy communication and relationships between parents and teens, including the publishing of a quarterly B-CASA Newsletter
- The Community Outreach Committee focused on outreach to various community stakeholder groups, including local faith communities, health care professionals working with Brookline youth, and coaches;
- The Youth Leadership Committee initiated several projects to address the problems associated with teen drinking. Projects included the "8 After 8" Safe Rides Program in conjunction with Bay State Taxi, a BHS web page "Where the PARTY at" promoting area weekend activities as an alternative to out of control house parties, SADD meetings, the STARS summer program, the Peer Leadership Program with 45 peer leaders providing presentation to over 500 elementary school students, and a social norms campaign, the "Brookline 1,200 and Counting," (1,200 BHS students chose not to use alcohol or other drugs in the past month according to the most recent BHS YRBS survey).

The Division offers two intervention programs, the SAP program for students with alcohol or other drug related problems, and the Youth Diversion Program in conjunction with the Brookline Police and Courts. Both programs offer substance abuse assessments and treatment planning, counseling, and referral to area providers.



Friends of Brookline Public Health Float at Flag Day Parade

A dedicated group of six unpaid citizens continue to serve as members of the Advisory Committee on Public Health (ACPH). Meeting monthly, the Council provides the Director with advice on budget, policy and Town meeting issues, health needs assessments, and a range of operational issues.



Advisory Council on Public Health

This year, Dr. Milly Krakow and Ms. Roberta Gianfortoni were reappointed by the Board of Selectmen. They rejoin Dr. J. Jacques Carter, Dr. Bruce Cohen, Ms. Cheryl Lefman and Ms. Pat Maher on the Council.

Another highlight of the year for the ACPH was the re-election of Dr. J. Jacques Carter to the Chair. Dr. Carter has identified a number of important goals for the Council for the coming year, including working with Dr. Balsam to implement the Medical Reserve Corps in Brookline, fielding another Public Health Policy Forum in the spring, and continuing a campaign related to fitness and nutrition.



Carlin Community Health Award

Friends of Brookline Health

In 2006, the Friends of Brookline Public Health, a membership organization conceived to build a constituency for public health in Brookline, entered its eighth year. The goal of 170 individual members and six corporate members was achieved. A Board of Trustees of 18 persons, including four officers, was elected, and activities included our Annual Meeting and reception.

The Board of the Friends voted to fund several public health initiatives including a project linking literacy and health, a balance/fitness program for elders, a linkage with our Sister City in Nicaragua, and the Green Building renovation at the Health Department.

The Friends also co-sponsored the 10th Annual Public Health Policy Forum entitled "Universal Health Care: Where Are We?" in conjunction with the Brookline Center for Adult and Community Education, moderated by

former Governor Michael Dukakis. The forum attracted over 200 people.



2006 Public Health Leadership Award presented to Robert Master, MD

Finally, the Friends continued the Annual Public Health Leadership Award in Brookline and announced the 2006 award to Dr. Robert Master, founder of Urban Medical Group, for his outstanding efforts in public health. The Herb Carlin Community Health Award went to the Brookline On the Move and Minutes in Motion, and was accepted by Lynne Karsten (Health Department), Melissa Battite (Recreation), and Kathy McGinnis (Human Resources)

Human Relations-Youth Resources Commission

C. Stephen Bressler, Director

Created by Town Meeting in 1970, the Human Relations-Youth Resources Commission is Brookline's official agency working in the areas of intergroup relations, civil rights and youth advocacy.

Membership

During 2006, the Commission saw the appointment of new members David Heist, Larry Onie and Karen Sutherland. Associate Member Enid Shapiro became a Full Member and School Committee Liaison Ruth Kaplan was re-appointed as an Associate Member. 2006 also saw the departure of long-time member Alan Cohen. Dr. Ed Wang and Marc Jones continued as co-chairs.

Administration

The Human Relations-Youth Resources Commission full-time staff included Director C. Stephen Bressler and Secretary Ongelita Mockabee Miles.

In September the Commission offices moved back to the first floor of the Brookline Health Center, 11 Pierce Street, following the renovation of that building.



Human Relations-Youth Resources Commission

In addition to his work in community relations, the Director is Brookline's Affirmative Action Officer, Fair Housing Officer, Americans with Disabilities Act Coordinator, Ombudsman for CATV and staffs the Broadband Monitoring Committee, ADA Transition Team, and Brookline Holocaust Memorial Committee and serves as a member of the Town's Emergency Management Team.

Commission Programming

The full Commission held nine staff-assisted meetings in 2006. Committees this year included: *Diverse the Curse™* Committee, Hidden Brookline Committee, Joint Planning Committee on Diversity Program, and the Nominating Committee.

2006 Program Highlights

In addition to committee reports, highlights of Commission meetings included:

Human Relations Youth Awards

With much appreciated financial assistance from the Brookline Rotary Club, the Commission, with a planning committee chaired by Marc Jones, sponsored its 21st annual Human Relations Youth Awards on June 6th.

Three leadership awards, 19 certificates of merit, and 15 letters of achievement were presented to youths in recognition of their volunteer efforts over the past year. Following a reception at the Public Safety Building for students, their families and friends, the awards were presented at the evening session of the Board of Selectmen, which was cablecast live by Brookline Access Television.

Strategic Planning

During 2006 the Commission conducted strategic planning sessions facilitated by The Country Club liaison to the Commission Sandy Batchelder. These sessions sought to determine the best use of Commission resources with regard to programming.

January

Discussion on strategic planning success criteria; diversifying Commission membership; teen sexuality programs in the town; recent Martin Luther King events; proposed teen center; local programming on domestic violence issues;

February

Discussion on fair housing programming; youth awards programming; strategic planning.

March

The Commission met with Police Chief Daniel O'Leary to discuss statistics on traffic stops as well as police-community relations matters and joint Police/HR-YRC programming.

April

The Commission met with Paul Epstein and Dr. Robert Sperber to hear an update on a proposed teen center and to discuss fair housing programming.

May

Discussion on youth awards program; *Brookline Reads*; further discussion of the fair housing programming (including the Newton-based Fair Housing Consortium).

June

The Commission met with Tony Winsor of the Massachusetts Law Reform Institute and Brookline Housing Authority director Brian Cloonan on the subject of CORI Reform.

October

The Commission met with Police Chief Daniel O'Leary for an update on traffic stops as well as police-community relations matters and joint Police/HR-YRC programming, and to discuss a town meeting warrant article on graffiti; the Commission also discussed the Massachusetts Association of HRCs networking program.

November

Commission member and author Joy Dryfoos discussed her new book *Adolescence: Growing Up in America*; the Commission also met with Dr. Barbara Brown of the Boston University African Studies Center on doing a Brookline Black History project; the Commission discussed the 1st Annual Jennifer Lynch Domestic Violence Forum; the Commission discussed doing a program on diversity in the Town during April (Fair Housing Month).

December

The Commission met with Aviva Rothman-Shore, Director of Outreach for the Fair Housing Center of Greater Boston, to discuss fair housing; the Commission also discussed networking for summer jobs for youth as part of the Commission's Diverse the Curse program.

Other Programming

The Director worked with the Brookline Domestic Violence Roundtable and was a consultant to, and occasional guest on, its monthly, hour-long CATV show "The Safety Net" hosted by Ronny Sydney. "The Safety Net" entered its eleventh season and, for the first half of 2006, was produced in cooperation with Comcast Local Origination, in Cambridge, and thereafter in cooperation with Brookline Access Television, in Brookline.

The Commission was a co-sponsor of this year's *Brookline Reads* program. Commission co-chair Dr. Ed Wang served as a panelist on a *Brookline Reads* program "My Language, Myself" on April 27.

The Director chaired the planning committee for a regional event sponsored by the Massachusetts Association of HRCs held at Newton City Hall, "HRCs 101: What We Do and How We Do It: A Networking Event" on October 17.

The Commission was a co-sponsor of, and the Director served on the Jennifer Lynch Forum Planning Committee for, the 1st Annual Jennifer Lynch Forum on Domestic Violence on November 28 at the Brookline Public Library.

The Director participated in meetings of the Norfolk County District Attorney's Anti-Crime Council and at meetings of the Massachusetts Association of Human Relations/Human Rights Commissions, where he also served as vice-chair.

Publications

In 2006 the Commission revised and distributed its popular "Child Care Resource Guide" produced in cooperation with the Brookline Early Childhood Advisory Council. The Commission continued to distribute its brochure "We're Here For You!"



Broadband Monitoring Committee

Broadband Monitoring Committee
C. Stephen Bressler, Ombudsman for CATV

Background

A 15-year license to operate a cable television (CATV) franchise in Brookline was awarded to Times Mirror by the Board of Selectmen (the Issuing Authority) in June of 1982. In 1983 that license was transferred to Cablevision of Brookline (Cablevision Systems Corporation). In early 1984 the Board of Selectmen created the CATV Monitoring Committee to monitor Cablevision's adherence to the license. That same year the Board of Selectmen also appointed Director of Human Relations-Youth Resources Stephen Bressler to serve as Ombudsman for CATV and to staff the CATV Monitoring Committee. In 1997 Cablevision of Brookline's license was renewed for five years. In 2001 the license held by Cablevision of Brookline was transferred to AT&T Broadband and was scheduled to expire the following year. In 2002 the license was extended for three years. During 2002 Comcast made a takeover bid for AT&T Broadband. In 2003 the Board of Selectmen approved the transfer of the license from AT&T Broadband to Comcast. The Comcast license expired in 2005. During the period 1982 to date the Board of Selectmen as Issuing Authority approved amendments to the Cablevision/AT&T Broadband/Comcast licenses to reflect emerging needs of the town and changes in the cable television business.

A federally-mandated three-year license renewal process between the Town and Comcast concluded in 2005, with the Town denying renewal. Negotiations then commenced between the Town and Comcast to resolve differences. By the end of 2005 the Town and Comcast were still in dispute. However, a Cable Television Renewal License between the Town of Brookline and Comcast was granted effective May 1, 2006 and will expire on April 30, 2016.

In Brookline, Comcast currently offers analog and digital cable television, video on demand, high definition television, high-speed data service, and telephone service. Brookline residents may contact Comcast for sales and customer service at 617-731-1343.

In 1998, at the behest of town residents wanting competition among cable television providers, and because there were services such as high speed data that were not being offered by Cablevision of Brookline, the Board of Selectmen awarded a ten-year license to operate a cable television franchise to RCN. The federally-mandated three-year license renewal process with RCN began in April 2005.

In Brookline, RCN currently offers analog and digital cable television, video on demand, high definition television, high-speed data service, and telephone service. Brookline residents may contact RCN for sales and customer service at 1-800-746-4726.

Residents who are hearing impaired should use the Telephone Relay Service (711) to contact either cable company.

In 2000, the Board of Selectmen broadened the CATV Monitoring Committee's mandate and changed its name to the Broadband Monitoring Committee.

Membership

In 2006, Fran Berger continued as Chairman with Stephen Bressler serving as Secretary. Other members on the Committee were Michael Newman, Dr. Alan Pisano, and Michael Selib. Long time member Jack Kettell resigned from the Committee during the year.

Administration

The Committee received staff and budgetary support through the Human Relations-Youth Resources Commission. Commission Director Stephen Bressler served as Ombudsman for Cable Television Operations for the Town.

Ombudsman

In calendar 2006, the Ombudsman handled 79 complaints and/or inquiries relative to CATV and Broadband, down from 92 in 2005. The Ombudsman noted that the majority of calls regarding RCN were from residents complaining that the company was not providing service to all parts of Town, but also involved concerns about rates and outages. Calls from Comcast customers dealt primarily with rate increases and marketing changes. The Ombudsman was in frequent contact with Comcast and RCN managerial and customer service staff. Not included in the numbers above were numerous calls received from residents wanting information regarding satellite television, Wi-Fi, DSL, and inquiries regarding Verizon's intentions (unknown) with regard to Broadband Service in Brookline. The Ombudsman also consulted with his counterparts in other communities as well as with officials at the Massachusetts Department of Telecommunications and Energy (DTE).

The Ombudsman may be reached at: Stephen Bressler, Ombudsman, Broadband Monitoring Committee, 11 Pierce Street, Brookline, MA 02445 or by telephone at 617-730-2330 voice or 617-730-2327 (TDD) or facsimile 617-730-2388.

Committee Programming

The Committee worked closely with the CATV Coordinating Committee chaired by Selectman Gil Hoy. Broadband Monitoring Committee Chairman Fran Berger and Ombudsman Stephen Bressler served as members of the Coordinating Committee and participated in that body's five meetings.

During 2006, the Broadband Monitoring Committee held three staff-assisted meetings (minutes of meetings may be accessed at <http://www.townofbrooklinemass.com/Broadband/CATVMMArchive.html>) during which the following issues were discussed:

Comcast

- Continuing license negotiations
- Comcast's new telephone service
- Comcast's new customer service center based in Philadelphia to deal with telephone-related complaints
- Promotions to market bundled services
- Anticipated move toward an all-digital service, except for Broadcast Basic
- Need to exchange analog converter boxes for new digital boxes
- Possible new residential wireless service in conjunction with Nextel
- Upgrade of interactive program guide
- Hiring of 300 new customer service representatives and 200 new service technicians
- Questions regarding Comcast consumer practices

RCN

- Continuing license negotiations
- RCN area to be served problems
- Status of RCN payment and equipment return center

- Problems with RCN documentation
- Concerns regarding free drops to public buildings and schools
- RCN audio/picture quality
- RCN customer service telephone answerability issues
- Possible study of RCN system



Brookline Access Television (BAT)

- BAT fiscal health
- Comcast video engineering assistance to BAT
- Cooperation with the Brookline Public Schools
- Studio location questions
- Need for volunteers and interns

Regional

On August 18, Chairman Fran Berger and Ombudsman Stephen Bressler testified on the need for local government regulation of cable television providers at a hearing conducted by the DTE.

Council on Aging

Ruthann Dobek, Director

The Brookline Council on Aging, whose members include statutory representatives from other town departments and Brookline citizens, plans, coordinates, and provides comprehensive services for Brookline's older residents and their families. Our mission is to keep elders independent and functioning members of the community and to assist them and their families in finding services, support and resources. The Council on Aging operates the Brookline Senior Center at 93 Winchester Street, which is a community-gathering place, dedicated to enriching the aging experience. It provides a rich, diverse environment with a wide range of opportunities, programs and services. The Council on Aging meets the second Wednesday of the month at the Senior Center at 1:00 p.m., and the public is cordially invited to attend.

Council on Aging services include: advocacy, information and referral; geriatric case management and counseling, homecare, employment, income tax assistance, transportation, a monthly newsletter, insurance benefit counseling. Information and Referral remains the backbone of our services. The Council on Aging provides telephone coverage of a designated phone line to answer questions. The questions range from where



Council on Aging

to find a house cleaner to reports of elder abuse. The Elder Resource guide published its third addition with over fifty listings. The on-line guide can be accessed on the web page. Indeed, this year we received a referral from Canada after the COA came up in a “Google” search.

Volunteers continue to be the lifeblood of the Council on Aging. Under the skilled leadership of Vivian Freeman, volunteer programs flourish. Volunteers help in every facet of the Senior Center operation. They lead current events, movie programs, bridge, ESL classes, and BINGO among many other programs. Local attorneys contribute their services to a legal clinic and lecture series even doing *pro bono* legal work for low-income seniors. The Art Gallery is fortunate to have devoted and talented Jean Stringham and Robert Berkovitz as curators. Food service and reception could not function without the dedicated hours of over 30 volunteers, and volunteers totally run the senior gift cart. Frail elders receive in-home assistance from friendly visitors, high school grocery shoppers and library delivery service. An annual appreciation lunch was held in April to honor the dedication of over 200 volunteers. This year the John and Molly Dolan award was given to Miriam Sokoloff, Anne Berman and Jean Stringham for their work on the Brookline 300 Quilt.

Programs at the Senior Center include: breakfast, lunch, computer lab, gift cart, exercise classes, card games, movies, lecture series and health screenings. The Brookline Adult and Community Education Program sponsors a variety of courses, ranging from the humanities to computer skills. Area hospitals as well as the Brookline Health Department contribute health education programs. Rogerson Communities operates an Adult Day Health Program and fitness center out of 93 Winchester Street. We continue to partner with Brookline Recreation, Brookline Library, and the Brookline Police for programs. The Council on Aging remains appreciative of the entire community and individuals who generously donate their time to ensure an exhilarating mixture of classes, groups and programs that keeps the Senior Center as a dynamic place to visit.

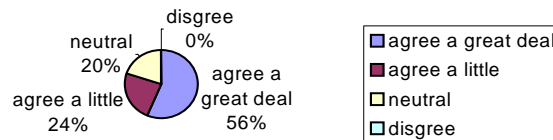
Highlights of the 2006 Programs include:

- Chinese New Year's Festival/ August Moon Festival
- Dental Health Lecture
- Alzheimer Support Groups- Day and Evening
- Dr. Muriel Gillick “Perspectives of Aging: Myths and Realities”
- Japanese Festival on a Sunday Afternoon
- Working in Retirement Program
- Brookline Reads Programs: Snow Flower and the Secret Fan
- Ran Blake Concert
- “Why Geriatric Medicine” Lecture
- Black History Celebration with Gospel Singers
- Neighbor to Neighbor Picnic and Concert
- Global Ethics Seminars Sunday afternoon program
- Story Partner's Celebration
- Open Studios Weekend Program with Nine Artists

In 2006, the Council on Aging continued to extend Senior Center operating hours with limited evening and weekend programs. We had several successful events including a special Sunday lunch with entertainment sponsored by families of seniors. In addition, a Global Ethics seminar run by volunteers provides an interesting Sunday discussion group. The Council on Aging also meets with a group of neighbors to ensure a good neighbor policy for its extended hours as well as other neighborhood concerns.

The annual survey of the Senior Center was done in the spring of 2006. This helps assist us in planning the future Senior Center programs. Key results indicate that seniors feel healthier by virtue of attending the center. Programs most popular were movies, concerts, health lectures, special meals with entertainment, and our exercise programs.

**Attending the Senior Center Makes Me
Feel Healthier**



The Council on Aging continues to supplement its operating budget from the Town by successfully leveraging over \$100,000 in grants. In 2005, CDBG grant funding supported the Taxi Discount Program, and part of the homecare social worker's salary as well as an important senior employment program that provides stipends to low income elders who work for the Council on Aging. We are especially pleased with three grants received by Springwell, which distributes Older Americans Act federal grant money. Two grants of \$2,000 each will go to fund the Russian Tea Room and Asian outreach programs. The Council continues to be proud of the increased diversity efforts that have increased who we serve at the Senior Center. Also \$4,000 from Springwell was granted for a respite program. The Council on Aging was able to pay for respite workers to assist families with the stress and burden of care giving. This includes a support group where family members can come for support and advice and bring their loved ones with them and receive care.

The Council on Aging is especially proud of its success in privately funding a van for door-to-door transportation to the Senior Center. An important goal since the Senior Center opened; the van provides 400 different elders with over 3,000 round trip rides. An Annual Autumn Benefit fundraising event was held November 1, 2006. The evening honored long time senior center supporter and phenomenal local physician Dr. Michael Rees. A profit of \$18,000 was raised ensuring that the van will operate without Town money. The nonprofit announced its second goal would be to fund extended hours.

The special project of the Brookline 300 quilt depicting various familiar and historic sites in Brookline that was assembled quilted and embellished by over thirty volunteers. The quilt was displayed at various town sites in 2006.

Brookline 300 Quilt



The schedule was:

January 2- February 15 – Brookline Public Library, Main Branch, First Floor

February 15 –March 31 – Brookline Town Hall, First Floor Lobby

March 31-May 1 – Brookline Bank, Putterham Branch

May 1- 31 Brookline High School, Atrium

June 2-4 Quilters Connection Annual Show, Arsenal Center for the Arts Watertown, MA

June 5-22 Driscoll School, Library

June 22-July 31- Brookline Bank, Coolidge Corner Branch

August 3-6 – Images 2006, Lowell Quilt Festival, Lowell MA

August 7-September 14 – Brookline Bank, Main Branch, Brookline Village

September 14-October 26 – Brookline Bank, Washington Square Branch

November 1- Brookline Senior Center 2nd floor gallery in celebrating of the Senior Soiree

November 2 – Permanent Installation, Brookline Senior Center, 2nd floor, Outside Council on Aging Offices.

Finally, the Council on Aging partnered with Goddard House to cosponsor story partners 300, a program where through one on one-interview sessions people shared experiences, ideas and experiences of Brookline. Over 300, interviews were done at Farmer's Market and other Town events. The quotes and photographs were compiled into a journal that was presented to the Town. In June 2006 a ceremony was held at the Senior Center to dedicate the finished project. The accomplishments of this past year are due to the dedication and expertise of the staff, the board, and the volunteers. We are also grateful for the collaborations of so many who ensure that Brookline is a highly desirable place to grow old. Whether it is another Town department that ensures quality programs and service delivery to the seniors or a local organization that contributes programming, Brookline's elder services is the envy of many a community. We look forward to providing comprehensive services and interesting programs in 2007 that will enrich our Brookline senior's lives. As always, we invite the public to visit, and more importantly become involved in our wonderful offerings.

Veterans' Services

William McGroarty, Director

Massachusetts General Laws mandate the Brookline Department of Veterans' Services, which is responsible for assisting Brookline veterans and/or their dependents with living and medical expenses. Directives issued by the State Commissioner of Veterans' Services regulate the scope of these expenses. Medical assistance covers expenses for hospital inpatient or outpatient stays, medications, doctor visits, laboratory work, and dental care. The Brookline Department of Veterans' Services administers these emergency veteran's benefits to ensure that qualified veterans and their dependents receive both the help they need and the respect they deserve. The Town of Brookline appropriates 100% of the monies needed to assist the Veterans and/or their dependents. A monthly report is submitted to the Department of Veterans' Services located in Boston. The Brookline Director of Veterans' Services initially approves the itemized expenditures and services. Per Massachusetts General Laws, Chapter 115, the state is required to then reimburse the Town of Brookline 75%

of all approved expenditures.

The Department serves as a conduit in filing for all Veterans Affairs benefits for which a veteran/dependent may be entitled, as well as other federally-funded or state-funded benefits such as Social Security, SSI, SSDI, Mass. Health, and Unemployment Compensation. Veterans' benefit paperwork can often be confusing if not overwhelming; this office has extensive experience in case managing VA claims. Residents are encouraged to stop by or call (617) 730-2112, if they have any questions or concerns pertaining to state and federal veterans' benefits. We are proud and honored this year to have assisted many Brookline veterans in obtaining the VA pensions and VA Healthcare they were both entitled to, and in many cases desperately need. We also assist veterans and their dependents that are transitioning back into the workforce.

Through the Military Records Branch, we are now able to access veterans' discharge papers on-line, which saves valuable time in aiding veteran's for benefits. Grave registrations are recorded to ensure that all veterans' graves are decorated with a flag on Memorial Day. (Over 4,000 Veterans graves are decorated annually for Memorial Day.) This year student volunteers from Brookline High School joined our veterans groups in honoring our deceased veterans by decorating graves at Walnut Hills Cemetery. The Department of Veterans Services is also responsible for ordering VA grave markers on request for the Veterans interred in Holyhood or Walnut Hills Cemeteries.



Brookline Veterans

The joint efforts of the Veterans' Office, American Legion and the Veterans of Foreign Wars coordinated the ceremonies for Memorial Day and Veterans' Day. Memorial Day 2006 the Town of Brookline honored its deceased veterans. The Veteran's Day 2006 ceremony was complemented by the heartfelt story and poem from a Brookline resident whose son is serving in Iraq.



Veterans Day 2006

The continued war on terror in Iraq and Afghanistan has taken many of our military lives. We paid tribute to our brave servicemen and women at all our ceremonies throughout the year. The men and women returning from war are in need of many assistance programs, from rehabilitation for injuries, to Post Traumatic Stress Disorder (PTSD) from the day-to-day stress of survival. We are working with the VA Medical Center to assure that returning veterans are apprised of all available resources.

The continued success of our ADOPT-A-POLE program provides a means to honor or show tribute to a veteran or someone special by displaying a flag on one of the poles along the Flag Day Parade route. The application for the ADOPT-A-POLE program is now on our website. For more information please call the Veterans' Office at 617-730-2112 OR visit our website, www.townofbrooklinemass.com/Veterans.

The age of many of our veterans has created a new challenge which includes finding housing, long-term medical care, and burials for veterans in need. This past year we were fortunate to work with Dr. Lloyd Gellineau (Human Service Coordinator), the Brookline Housing Authority, Council on Aging social workers, and other local agencies, who aided in securing housing and other vital services for our Veterans. A special thanks to all who assisted in making this possible.

The Veterans' Office has a staff of two, Bill McGroarty, Director, and AnnMarie Cedrone, Head Clerk. Bill also works as the Emergency Management Planning Coordinator. The Office of Veterans' Services has now returned to the completely refurbished Public Health Building (11 Pierce Street) and is enjoying a substantial increase in walk-in traffic. Brookline Veterans are encouraged to stop by, say hello, and visit our new office (In Brookline's environmentally friendly "green" building).

Please visit our website, www.townofbrooklinemass.com/Veterans, which has been improved, and updated to include links to the Veterans Administration, which is a federal agency and the state Department of Veterans' Services.

Americans with Disabilities Act Transition Team

L. Stephen Bressler, ADA Coordinator

Background

The Americans with Disabilities Act Transition Team was established by the Board of Selectmen in 1993 as a requirement of Title II of the Americans with Disabilities Act (ADA). The charge of the Transition Team is to evaluate Town programs, services, buildings, streets, sidewalks, parks, and playgrounds to ensure accessibility for persons with disabilities. Selectman Gil Hoy serves as Chairman of the Transition Team, which met on July 19. Human Relations-Youth Resources Commission Director C. Stephen Bressler serves as ADA Coordinator. The ADA Coordinator worked closely with the Chairman of the Brookline Commission for the Disabled, Robert Sneirson, to address issues of mutual concern.

The ADA Coordinator responded to concerns of residents on the following matters. The responses also involved the cooperation of various Town and State departments:

- Accessibility questions at commercial locations in Coolidge Corner
- Pedestrian traffic signal problem at Hammond Street and Route 9
- Sidewalk leaf removal in Cottage Farm area
- Sidewalk snowplowing in Cottage Farm area
- Street signs, various locations
- Crosswalk issues on Washington Street at Brookline Village
- Landlord/tenant issues
- Questions regarding assistive technology at the Library
- Questions regarding installation of chair glide system
- Accessibility of MBTA stops

- Information and referral regarding financial assistance for housing
- Accessible taxi cabs
- Job opportunities for persons with disabilities
- Reasonable accommodation for residents who need service animals
- TTYs in Town departments
- Questions regarding persons with chemical sensitivities
- Questions regarding accessibility issues at various locations at the High School
- Handicapped parking spaces, various locations
- Accessibility questions regarding related to Beacon Street Construction
- Questions regarding use of toxic chemicals in cleaning public buildings
- Concerns regarding service to Brookline student
- Question regarding installation of an accessible ramp at a condominium

Lastly, the following ADA tag-line appeared on various town meeting notices: "The Town of Brookline does not discriminate on the basis of disability in admission to, access to, or operation of its programs, services or activities. Individuals who need auxiliary aids for effective communication in programs and services of the Town of Brookline are invited to make their needs known to the ADA Coordinator, Stephen Bressler, Town of Brookline, 11 Pierce Street, Brookline, MA 02445. Telephone 617-730-2330, TTY 617-730-2327, FAX 617-730-2388, by e-mail at steve_bressler@town.brookline.ma.us."

Brookline Commission for the Disabled

Robert Sneirson, Chairman

The Brookline Commission for the Disabled is authorized under Section 8J of Chapter 40 of the Massachusetts General Laws. Its main duty is to advise the Board of Selectmen on issues facing persons with disabilities in Brookline.

Under the leadership of Chairman Robert Sneirson, the Commission continues to work with the Americans with Disabilities Act (ADA) Transition Team to implement the Title II ADA Transition Plan for the Town of Brookline. The major Title II issues that came before the Commission in 2006 included the lack of access for persons with physical disabilities in the Beacon Street Reconstruction Project. With the help of the Project Coordinator for the Beacon Street Reconstruction Project and Town Counsel these issues were resolved to the satisfaction of Brookline's disability community. We hope that these parties continue to work together to forestall any future issues. We also spent some time at Commission meetings reviewing any new Architectural Access Board variances.



Brookline Commission for the Disabled

In the summer of 2006, the Commission was approached by Wheel on Wheels, a Brookline community group that wanted to establish a Zip car-like service for persons with disabilities. By the end of the year, because of the logistical problems involved in setting up such a system in the Town of Brookline, Wheels on Wheels and the Commission for the Disabled, recommended that this be done privately.

During 2006, membership changes included the departure of Jennifer Mitch and Bernard Gollis and the addition of Eileen Berger and Jim Miczek. Robyn Dowling Grant is our new parent representative.

We hope to spend the current year reviewing the disability services system in hopes of finding places that we can use the monies collected from the imposition of handicapped parking fines to improve the lives of persons with disabilities in Brookline.

The Commission meets on the third Thursday of the month in the Second Floor Conference Room of Town Hall. We are open to hear from members of the Brookline community relative to any questions or problems.

Brookline Commission for the Arts

The year 2006 was one of transition and growth for the Brookline Commission for the Arts (BCA). This fall, the Commission added eight new Commissioners and installed two new Co-Chairs. The expanded membership will allow the BCA to be more active within the community and provide greater resources for the artists and organizations it serves.

As background, the BCA serves as the Local Cultural Council (LCC) for Brookline and receives an allocation each year from the Massachusetts Cultural Council (MCC) to fund local artists and arts and cultural organizations serving the Brookline community. In 2006, the BCA awarded seven grants, ranging from \$50 to \$2,000.

2006 Recipients included the following programs or events:

<u>Organization or Artist</u>	<u>Program completed during 2006</u>
Brookline Arts Center	Teachers Learning Together
Brookline Chorus	Music from Latin America
Company One	Capacity building project
Coolidge Corner Community Chorus	Tenth Anniversary Concert
Jim Douglas	Update performing artist directory
John Root	Concert for seniors
Sloat Shaw	Artists in the schools

In May, to honor 2006 grant recipients, the BCA hosted an annual Grantee's Brunch in Hunneman Hall at the Brookline Library Main Branch. Each grantee who attended gave a short presentation on their project to the Commissioners, fellow artists, and invited guests.

In the summer of 2006, the MCC awarded Brookline \$9,810 to distribute to applicants for projects in 2007. This amount represents a 28% increase over the funds received in 2006. The Commission did extensive outreach to the local arts community over the summer which included direct mailings, posters, window displays, and announcements in the local TAB. As a result, the Commission received 14 applications from organizations or individuals seeking grants. The Commission funded 10 of the 14 proposals and provided full funding for six of these proposals. The average award was over \$1,000, and was made based on a series of criteria including 1) cultural impact on the community, 2) project visibility, and economic benefit to the Town.

<u>Organization or Artist</u>	<u>Program to be completed in 2007</u>
Afternoon Concerts	Two Free Concerts at St Paul's Church
Ros Barron	Video project series (part 3 of 3)
Brookline Arts Center	Conversation Pieces: Sculpture In Park
Richard Clark	'And Now Mark Twain' Theater
Company One	Capacity building project, phase II
Ruth Harcovitz	Concert for seniors
Gregory Maichack	Pastel workshop at library
Sloat Shaw	Artists in the schools

Studio Without Walls
Public Schools of Brookline

'A Tree Grows in Brookline' sculpture
Urban Improv, school theatre

One of the Commission's main goals for 2006 was to increase its visibility within the artistic community and within the town, in general. In keeping with that goal, the Commission updated its public website, created a banner and poster for use at sponsored events, and initiated a "Liaison Program" between Commissioners and grant recipients. To help achieve these goals, the Commission set up subcommittees to support Marketing/PR, Nominating, and Special Events.

In June 2006, the BCA participated in the Town's Flag Day festivities. For this day, BCA commissioned local artist, Sloat Shaw, to organize and deliver a hands-on art project for children on the field at Brookline High School. In spite of the 90 degree temperatures, the BCA project table had a steady stream of parents and children all afternoon.

Finally, the BCA and the Brookline Community Foundation (BCF) awarded over \$4,000 from the Fund for Arts and Culture to the Puppet Showplace Theater and the Brookline Arts Center.

Brookline Commission for Women

The Brookline Commission for Women (BCW) was established in 1989 and strives to support women in all aspects of their lives and to promote the cultural, racial, and economic diversity of Brookline. In 2006, the BCW experienced a revitalization. After several years of being defunct, the Commission is now fully appointed and has become active in the community again. In 2006, the Commission held three enormously successful events.

The first event was the 1st Annual *Dress for Success* clothing drive. *Dress for Success* is a not-for-profit organization that offers services to underprivileged women entering the workforce. Each *Dress for Success* client receives one suit when she has a job interview and a week's worth of separates when she gets the job. The Commission partnered with this fabulous non-profit organization to run a clothing drive with a focus on winter coats. Over 1,000 items of clothing were collected from the community at this drive and given to *Dress for Success* and the Elizabeth Stone House in Boston. This event, and the Commission, was highlighted in the May 2006 issue of the Brookline Magazine.



2006 "Woman of the Year" Attorney Susan K. Howards

The second event the BCW organized in 2006 was the 14th Annual *Women Who Inspire Us* Awards Ceremony & Essay Contest. At this ceremony, we awarded the Brookline Woman of the Year and honored twelve 5th, 6th, 7th & 8th graders in the Brookline Public schools who wrote essays about the women that inspired them most. The 2006 "Woman of the Year" was Attorney Susan K. Howards, a dynamic woman who has made a significant difference in the lives of women in Brookline and across the country. The essay contest is held each year during March in celebration of National Women's History Month and gives students a chance to write about, and honor, a woman who has made a significant impact in their lives. The unique characteristic of this essay

contest is that the student must know the woman personally and she must be living. Over 160 people attended this year's awards ceremony. This event touches so many lives and is successful in recognizing women and the many roles they play. This year's honorees were teachers, mothers, sisters, journalists, grandmothers, attorneys, and volunteers. Some were young and some old. Some were athletic and some severely handicapped. All of them were role models. All of them making a very real difference in the lives of Brookline children.



Commission for Women

In October, the BCW hosted a *Forum on the Status of Women in Brookline*. This Forum was a huge success and we were fortunate to have an amazing panel of local experts who educated the public and Commission members on the status of women in their fields. It was an enlightening look at women in Brookline. The broad-based dialogue started at the Forum will be used as our "jumping off" point for a series of more specific seminars and talks on women's issues throughout the coming year.

INFORMATION TECHNOLOGY DEPARTMENT

Kevin Stokes, CIO

Administration

Another Anniversary

The IT Strategic Plan was authored in 2002 and continues to guide the blueprint of strategic and operational objectives for the Information Technology group. The close of 2006 marked our fifth year working toward the goals outlined in that plan. Symmetry, consolidation, and responsive government were key principles stressed in 2002 and continue to be applicable.

The Town/School partnership provides a backdrop in which the IT organization can operate in a holistic model supporting the computing network, various applications, and individual users in a seamless and efficient manner. The IT department has made great strides in the past year in unifying processes, procedures and tools to be reflective of a uniform computing environment that provides infrastructure that is secure, reliable, and available to all Town and School users.

The IT group is currently updating the strategic plan to reflect the needs and objectives of present day. The existing Strategic Plan provided a platform to expand on government services, functionality, and fiscal responsibility to our residents. Setting standards, adhering to standards, both in the area of software and hardware, as well as a combining of resources are the themes that we have been following and will continue to stress.



Information Technology Board



Here Comes Wi-Fi

Brookline officially welcomed the Wireless Broadband age by entering into a license with Galaxy Internet Services to build and operate a Wireless Internet Network for the Town. The network is expected to be one of the first nationally to operate border to border and offering public safety, municipal access and residential/commercial services on a shared infrastructure.

Under the terms of the license, Galaxy Internet will build and operate an open network that will provide services to Municipal Government Operations, Residents, Businesses and Visitors. The town will obtain free access and services that will enhance Town services and vibrancy.

Town Municipal Operations will realize significant benefits and budgetary savings via free accounts as part of this agreement. Public Safety personnel and field staff will leverage the WiFi network for real-time access to existing applications. Moreover, future applications will allow for more efficient operations of key infrastructure within the Town.

As part of the agreement, Galaxy will provide free services to Community Rooms in the 13 Brookline Housing Authority Community Rooms. Moreover, key commercial and recreational areas within the Town will also have free access.

Residents should benefit from increased competition and choice in Internet access. WiFi will be an additional Broadband option; one that provides flexibility and mobility. The WiFi network will be open allowing for multiple Wireless Internet Service Providers to offer services to residents and businesses while using a shared network. Competition in offerings, service and pricing should provide a multitude of options and a true best value for the subscriber.

IT welcomes a new team member

Stan Jones joined ITD in June as a Program and Project Manager. Stan brings extensive experience in Project Management, Network Operations, and Technical Support to our ranks. He came from the Massachusetts Registry of Motor Vehicles where he held a variety of positions in technology related roles.

IT Moves to the Train Health Building

Many members of the IT team moved over the summer to the Train Public Health Building. The staff feels extremely fortunate to be in a state the art building and has embraced the "green building" way of life.

Application Management

GIS Happenings

The GIS program continues to make progress and pushes the envelope in the municipal geo-spatial arena, while providing quality and timely mapping services and products to internal departments, the residents and businesses of Brookline, and the general public at large.

Some of the accomplishments in 2006 are the following:

GIS Strategic Plan

The GIS Strategic Plan is completed and it lays out a road map for the GIS program for the next five years. Building upon the 2002 Information Technology Master Plan, it identified five key findings, fostered a vision statement for the GIS future of the Town, defined four core principles for all future GIS investments to conform to, stated three major GIS initiatives, and focused on four strategic areas of activities and presented an estimated investment in GIS.

For details on the plan, please visit: <http://www.town.brookline.ma.us/gis>

GIS continues to push the 3rd Dimension

Built upon the pilot study conducted in 2005, the GIS group has been using the techniques developed from the pilot and using them to develop 3D models of landmark buildings and public buildings. Working closely with the Planning and Economic Development departments, we are applying the 3D technologies to visualizing transportation proposals, different sidewalk textures, and different scenarios. We are pushing the envelope to explore ways to create 3D models for the inside of the High School for critical infrastructure and emergency management.

The Division is wrapping up the conversion of legacy applications on the UNIX server, such as our extensive collection of standard maps, the abutters program, and the assessor's sales book to the ArcGIS 9.x and Windows environment while minimizing the impact on end users.

Water Data Model

Working closely with the Water and Sewer Department, we completed the design, conversion and implementation of a water data model that enables versioned editing and geometric network analysis.

Integrating GIS with CMMS

Our most recent application, the Cartograph Work Order System has been functional in the Department of Public Works and Building Department for one year. The second planned venture with this software is Water and Sewer Asset Management. This application requires a major GIS component. Rather than implement with older technology we elected to wait for the software release that interfaced with ESRI's newest database engine. In order to test the GIS model we have implemented a smaller, more simple application, namely Street Signage. We will be testing the Sign View software utilizing the newest ESRI release. When all issues are resolved to our satisfaction we will proceed with the Water and Sewer Modules. At this point the Work Order System will become a true GIS based Maintenance Management System.

Working closely with other IT staff and the DPW, we are truly integrating GIS with the Town's Computerized Maintenance Management system (CMMS) so that the geospatial information is managed and maintained in GIS and only once, however it is utilized in CMMS to leverage GIS capabilities and eliminate redundant data maintenance.

Database Standards

The Database standard set and adhered to by the Town was Microsoft SQL. All of the Town's data, with the exception of the Financial System (MUNIS) has been migrated to the new standard over the past five years. Reports and pre-existing applications in Access have been linked to the appropriate SQL Database, where feasible, to leverage past investments. The Town would have migrated the Financial System as well had the vendor been able to demonstrate that the conversion would be seamless. They are actively marketing a SQL product but are experiencing issues with accounts similar in size and workflow to Brookline. We will review the

status of the software in 2007 in the hope that we can complete database standardization.

Town Applications

The first full year under the revised Payroll System (MP3) has been highly successful. The database change to SQL eliminated frequent server issues that had been the bane of the prior release. IT support requirements have been cut drastically and two servers have been retired. The System runs on a consolidated server with other SQL Applications.

The Fire Department became a full-fledged Permits Plus user in 2006, by entering their inspection data into the Town's permitting system. The next phase is to move that function back out to the firehouses. This will speed up the collection of data and will serve to capture the data closer to the source. In 2008 we hope to utilize wireless on site and capture the data live at time of inspection.

Web Happenings

Listserve Expansion

The Town expanded it's Listserve program, designed to send email to Town Meeting Members and people interested in Brookline issues, to include lists for the Brookline PTO's to reach Brookline High School parents, as well as an Affordable Housing list for Planning and Community Development. In addition Ben Vivante, the Town's Webmaster, brought the listserve technology over to a new platform that will ensure continued flexibility in the creation of lists and targeted messaging:

<http://www.townofbrooklinemass.com/Listserver/whatsnew.asp>

Assessors Database Getting better all the time

Ben improved the Assessors Online Database to include a dynamic link to the Town's what's new application, giving residents and real estate agents the ability to find important neighborhood information from schools to transportation.

<http://www.townofbrooklinemass.com/Assessors1/propertylookup.asp>

Building Projects Section

The Building Department added a section to show improvements in Municipal Building, including schools. Look how your tax dollars are being spent:

<http://www.townofbrooklinemass.com/building/BuildingProjects.html>

Human Resources posting jobs online

Ben built a content managed system for the HR Department to post jobs online:

<http://www.townofbrooklinemass.com/HumanResources/Jobs.asp>

By-Laws Updated

Ben worked on a procedure with the Town Clerk's office to update the Town By-Laws and post online after every Town Meeting:

<http://www.townofbrooklinemass.com/Legal/bylaws.html>

Board of Appeals section

A major expansion of the Board of Appeals website took place, with the BOA posting all of their decisions for 2006 online:

<http://www.townofbrooklinemass.com/boards/boa.html>

Town Meeting website improved

Ben met several times with Town Meeting Members to improve the content and user friendliness of the TM section on the website:

<http://www.mybrookline.com/>

New Recycling Webpage

Ben worked extensively on improvements to the Recycling section of the website:

<http://www.townofbrooklinemass.com/Recycle/>

Content Management not just a dream!

The Town settled on an open source CMS System, slated for implementation in 2007. Extensive test were done on the technology, which will be a great cost save for the Town. Look for more on our CMS soon.

Network Infrastructure

Brooknet

The Town and School network got an official name in 2006. We refer to our consolidated network as “Brooknet” which is aimed at promoting understanding and respect for uniform standards and policy. IT continues to lead the efforts in educating users on enabling skills, promoting safe computing, and investing in the infrastructure.

More tools continue to be added allowing better analysis of traffic trends and reporting of outages. Many building connections have upgraded connection speed and our Internet links have increased capacity. All of which is increasingly important as we continue to embrace technology in how we serve our residents.

Network Upgrades

Brookline High School received new network equipment in 2006, which will provide excellent performance and scalability over the next few years. In addition, the pending move of critical infrastructure to Hammond Street has resulted in an upgrade to the network and connection to ensure performance is optimal for the key applications which will now reside there.

Help Desk

Help Desk/Desktop Support continues to evolve and adapt with the changing environment and new technology.

Karen King and her team which includes Jeff King, Allen Wong, Michael Yee, Gannon Hastings, Kayson Lo and Ren Avellani somehow hold it all together. In May we moved the Desktop Services staff to one location, creating a Help Desk Call Center at Brookline High School.

In 2006, the IT Help Desk had 4,225 tickets opened, with most closed in under three days. As we continue to promote a more centralized model of technical support, this number will likely increase due to users being more comfortable with the helpdesk work order system. It is hoped that better data and analysis will provide IT with the necessary information to prepare and plan the IT network evolution.

The upgrade of the Help Desk software in December 2006 will allow us to gather more accurate computer inventory data including the school departments Macintosh computers, which was not a feature available to us in the earlier versions.

FINANCE

Stephen Cirillo, Finance Director

Overview

The Department of Finance was created by MGL Chapter 25 of the Acts of 1993. The purpose of the Act was to consolidate all of the fiscal and financial related activities of the Town into a single department in order to attain efficiencies and economies of scale, to reduce or eliminate duplication and overlapping of services, responsibilities and functions, and to improve the communication and coordination between and among the various offices and agencies of the Town.

Treasury Division

In compliance with the provisions of Chapter 41, Section 35 of the Massachusetts General Laws, the Treasurer is pleased to submit this annual accounting of the total cash receipts and disbursements for the fiscal year ended June 30, 2006. In addition, I have also included a summary of the highlights of the activities and accomplishments of the Department of Finance's Treasury and Collecting Division for the year. Historically, this report was a set of financial tables related to cash and debt statistics. In 1994, the format was changed to provide a report that reviewed results and provided information rather than just numbers. The tables and data that have been eliminated are, however, readily available upon request from this office. Details of cash transactions and debt activity are also contained in the Annual Audit Report, which is found in the Town Comptroller's Office, the Library, the Town Clerk's Office, and the Brookline web-site at www.townofbrooklinemass.com. I believe that this approach provides more relevant information to our readers.

This Department of Finance was created in 1994 with the consolidation of several independent departments. The reorganization has continued and has strengthened. The functional workgroups that were initially created to provide more effective service and internal cross training are working out very well. Internal coverage for periods of peak needs was expanded. The specialized tax administration units continue to demonstrate their value to taxpayers. Indications are that public service has significantly improved. As will be noted below, with the use of electronic commerce techniques and an after hours Town Hall mailbox, we have developed a 24 hour/7 day per week service capability to our taxpayers.

Payroll Sub-Division

The payroll sub-division is managed and overseen by Virgie L. Fitzgerald. Mary P. Slattery acts in the capacity of the Payroll Accountant. The payroll sub-division continues scanning archived payroll records in an effort to eliminate paper hard copies and to provide a faster and more efficient way to retrieve information. This has drastically reduced the turn-around time for supplying earnings information to former employees for buying back years of service for retirement purposes. Over the past year, combined efforts with the Technology Department and the Police Department has resulted in the implementation of a time clock import for police and fire personnel. The process has eliminated approximately 75% of data entry for the Public Safety Business Office. In addition, a time clock import has been implemented for the Town Clerk's Office and payments for election workers are now processed through payroll. Furthermore, the automation of accrual banks, fringe payments and pay increases are now processed through the payroll department in conjunction with Harpers Payroll Services.

The payroll sub-division is responsible for the oversight of all payroll activities including accurate and timely payments to over 1,100 Town and 2,200 School employees, along with the related employee and employer deductions, taxes, wage reporting, and collective bargaining compliance issues. This unit oversees and audits payments of over \$109.2 million in payroll along with the related \$20.1 million in a vast array of deductions and \$18.0 million in several payroll taxes.

This sub-division has expanded the services provided by payroll. Training programs for report writing (Crystal Reports) have been provided to individual users enabling them to establish a list of reports that are frequently used and are available whenever the user logs into the payroll software. Individual and group training seminars

continued throughout the year were for all departmental staff who are involved with the payroll functions for their departments. The payroll section of Brookline's intranet is continuously being maintained to provide the most updated information to employees and payroll clerks regarding all aspects of payroll including forms, instruction and internet links.

Cash Management Sub-Division

This division is responsible for the collection and maintenance of all revenues from all sources, as well as the management and safeguarding of all funds, the administration of all debt and the proper disbursement of all funds. In summary, the aggregate receipts and disbursements for the fiscal year that began on July 1, 2005 and ended on June 30, 2006 are as follows:

Cash & Invest 7/1/2005	86,970,111.70
FY 2006 Cash Receipts	236,821,172.95
FY 2006 Disbursements	(239,015,625.72)
Cash & Invest 6/30/2006	84,775,658.93

\$2,250,854 in investment income was earned during the year, an amount that is \$861,711, or 28%, less than the amount earned during FY2001. This decrease was the direct result of the numerous reductions in interest rates that the Federal Reserve Bank voted during this period because of the poor economic climate. We continued to exercise the aggressive cash management program that was instituted during the latter part of 1994. This enabled us to continue to maximize the rates of returns despite the economic recession and helped mitigate the reduction in earnings that was being experienced throughout the world. Use of an automatic "sweep" account that invests funds each night, along with a weekly interest rate bidding request program, have insured that we are able to obtain the highest rates available while maintaining safety and liquidity throughout the year. Higher risk type investments, such as derivatives and similar devices, are specifically avoided. The Town has now implemented the "Prudent Investor" standard.

Bank Service Charges

Through an on-going competitive bidding program, we continued to minimize bank service costs while the level of bank services increased. Our costs were \$45,417 in FY2006, which was directly attributable to our Electronic Commerce and credit card acceptance initiatives that were introduced during the second half of fiscal 2001. In the last decade, bank service charges were costing us about \$150,000.

Debt

In 2002 and 2004 we were able to take advantage of the unprecedented low interest rates in our debt activity by refunding older bond issues. The ultimate result was that our interest costs for these two issues will be reduced by over \$1.6 million over the next 10 years, which will help alleviate some of the impact of the loss in investment earnings noted above. During 2006, the Town borrowed \$11.068 million for several projects, including the Health Building renovation, Town Hall Design, Water Meter Replacement, Storm Drains, Waste Water Treatment, and the Lawrence School.

Accounts Receivable Sub-Division

This sub-division is responsible for the billing, collection, recording, and reconciliation of annual property taxes (\$128.2 million), Personal Property taxes (\$1.9 million), Motor Vehicle Excise taxes (\$5.2 million), Water & Sewer Utility Fees (\$23 million) and Refuse Collection and Disposal Fees (\$2.1 million).

In 2003, this sub-division was reorganized under the leadership of an Assistant Collector. In FY2004 the sub-division began to reconcile accounts receivable on a monthly basis, providing a more efficient year-end closure of the Town's financial books. In 2005 the sub-division assumed responsibility for posting all water and refuse payments.

Another accomplishment of the sub-division was to shorten the age of accounts receivables. The accounts receivables of six prior fiscal years within the Personal Property Tax receivables class have been collected and closed out. Prior year Excise tax receivables have also been collected, abated and closed out.

Property Taxes

The aggressive delinquent collection campaign that was initiated in 1994 continued during the year. Unpaid taxes remained at the lowest they have been in over 25 years. The collection program described in the 1994 Annual Report has been very effective. Uncollected property taxes as of June 30, 2006 were \$1.3 million, representing a 98.95% collection rate.

Municipal Lien Certificates

An important responsibility of this Office is the timely and accurate issuance of municipal lien certificates (MLC's). This document is required before buyers and sellers of property can finalize any agreements for the transference of any real property. Lawyers and Mortgage Lending Institutions depend upon this service. The owners of property about to be conveyed generally require immediate attention. We issued approximately 1,540 MLCs during FY2006. Improvements in automation have reduced the completion time to approximately two days. General Law requires these documents to be completed within ten working days of receipt. We continue to receive many favorable comments for timely and accurate service from the various legal firms in the area.

Motor Vehicle Excise

We continued to participate in the Registry of Motor Vehicle license renewal and registration renewal marking program. The failure to be able to renew these two important permits has proven to be a very effective collection stimulus. Uncollected excise at the end of the year was \$916,597. We continued to collect over 95% of the more than 39,000 bills issued each year on a timely basis.

Summary

Again, your Treasurer/Collector presents these accomplishments with pride. They signify our collective efforts on behalf of our community. One of the most significant messages subliminally contained within this report is that John Mulhane, Debbie Mann, Charlene Morehouse, Cathy O'Dea, Calivina Chow, Wendy Irheta, Virgie Fitzgerald, Mary Slattery are a team of professional public sector employees. A strategic initiative of cross training has created a dynamic yet flexible staff that can address any issues that are presented. They take pride in providing a high level of quality service for their constituents. As the manager of the Division, I express my genuine appreciation to this exceptional staff of dedicated people who continue to make this all happen. My very personally satisfying job and our many successes are a direct result of their exemplary performance. I remain forever grateful to each and every one of them.

I also wish to thank the Community for their continued support and response to all of our appeals. Tax collecting is never a "fun" task, but the vast majority of our taxpayers understand what we need to do in order to keep our financial house in good condition and this understanding is what enables us to present these accomplishments. We really are grateful to all of you.

Comptroller's Division

The Comptroller's Office is responsible for the timely and accurate processing of vendor payments, cash receipts and general ledger transactions, and numerous federal and state reporting functions, including the Commonwealth's Schedule A and free Cash certification. In addition, the Comptroller served on the Brookline Contributory Retirement System.

Accounts Payable

Accounts Payable personnel, in conjunction with input for a variety of Town Departments, continued to service the more than 6,000 active vendors, processing more than 39,446 invoices during calendar 2006, which resulted in approximately 19,700 vendor checks totaling more than \$172 million.

During 2006, the Comptroller's Office, working with Purchasing and the Treasurer-Collector, continued to expand the EFT payment process for vendors, resulting in fewer paper checks cut to some of our larger vendors. More than \$19 million was transmitted via electronic funds transfer during calendar 2006.

Approximately 900 1099's were issued in January 2007 to vendors providing services. The Accounts Payable personnel routinely audits all invoices before the payments are processed and then matches up the resulting checks with their supporting documents for archiving in-house and the mailing of payments. In addition, the

accounts payable team has spent considerable time and effort training departmental users throughout the School and Town in the appropriate use of the accounts payable system.

Financial Reporting

The Comptroller's staff worked closely with the town's independent auditors to ensure compliance with Generally Accepted Accounting Procedures and the promulgations of the Government Accounting Standards Board in the

daily financial activities of the various Town departments and in the preparation of the Town's annual financial statements.

During the last two quarters of calendar 2006, in response to recommendations by the Town's independent auditors and the Audit Committee, the Comptroller's Office began the process of moving miscellaneous committed bills from an in-house, Access based Accounts Receivable system to MUNIS' General Billing module. This entailed meeting with each of the departments currently using the in-house system, creating new revenue codes, setting up more than 10,000 new customer accounts, preparing training materials and system documentation, and working with departments to bring over their outstanding balances to the new system. At the end of December 2006, Personnel and Building Department had gone live on the new General Billing module, and DPW and the Water departments were working to verify all open balances.

The Comptroller's staff continues to provide training and support for the departmental users in General Ledger queries and reports and Accounts Payable, General Billing and Cash Receipts input and processing and reporting of departmental financial data via in customized Crystal Reports developed in the Comptroller's Office. By the end of 2006, more than 190 users in the Town and School offices have been trained in the Town's MUNIS Financial system and over 150 users have been trained in basic crystal report running. The Comptroller's Office is currently providing more than 2,800 customized reports to various departments in the School and Town.

As of the end of fiscal 2006, the Comptroller's Office had recorded and was maintaining asset and depreciation records for nearly 8,000 fixed assets.

In all, more than 19,800 journal entries were processed to the general ledger during calendar 2006, including over 6,100 cash receipts transactions, over 6,400 accounts payable batches, 191 cash disbursement journals, 8,755 purchase journals, 1,083 general journals, 106 payroll journals, 731 budget related journals, and 568 fixed asset related journals.

Closing

The Comptroller and her staff worked closely with other key departments to enhance internal controls and financial processing and reporting with the Town. The Comptroller gratefully acknowledges the fine efforts of her staff, in conjunction with the efforts of other Town Departments, which have contributed to this highly successful year.

Assessors Division

The annual report of the Board of Assessors for calendar year 2006 includes part of fiscal year 2006 (July 1, 2005 – June 30, 2006) and part of fiscal year 2007 (July 1, 2006 – July 1, 2007). The primary mission of the Board of Assessors is to establish the full and fair value of all real and personal property. The FY07 bills were mailed to taxpayers on December 27, 2006.

Market Trends

State law requires that all real and personal property be assessed as of January 1. The Board of Assessors annually analyzes all residential property sales that occurred in the prior year. For FY07, the assessment date was January 1, 2006, and the values were based on sales that occurred during calendar year 2005. The assessments reflect the full and fair value as indicated by the market trends.



Board of Assessors

In addition to the residential sales analysis, the assessors annually review the rents and expenses of all apartments and commercial properties. Since the assessed values for these properties are primarily determined by the income approach, an annual review is necessary to ensure that all properties are fairly assessed, and in line with the market.

The market was robust through much of 2005, but was less so toward the end of the year. As a result, the assessors applied no wholesale adjustment to FY07 residential property values, except for condominiums, which were factored upward by approximately 3%. The assessments of apartments and commercial properties were also largely maintained at the prior fiscal year's levels, with a slight increase of 1%.

Tax Rates

The FY07 tax rates showed a slight increase over the previous year's rates. The tax rate for residential properties rose from \$9.55 per thousand dollars of assessed value to \$9.73. The tax rate for commercial properties rose from \$15.46 to \$15.88. At its annual classification hearing, which is held prior to the final determination of the tax rates, the Board of Selectmen chose the maximum allowable residential exemption of 20%. The exemption equaled a reduction of \$166,331 in value (\$1,618.40 in taxes) for all residential properties that are owner-occupied as primary domiciles. The tax rates were certified by the state Department of Revenue on December 7, 2006.

Staff

George Moody, who serves full-time, is the chief assessor and chairman of the board. He holds a Massachusetts Accredited Assessor designation, and has 27 years of experience in the field of municipal assessment. Mr. Moody has directed seven property revaluations, four of them in Brookline, and he is also a licensed builder. He is also the chairman of the Exempt Property Committee of the Massachusetts Association of Assessing Officers, and is a member of the Ethics Committee of the MAAO.

Dr. Harold Petersen has served the town of Brookline as a member of the Board of Assessors for 19 years. Dr. Petersen is a professor of economics at Boston College, where he has taught economics for over 40 years. He was the chairman of the economics department at BC, and has published many papers in his field. Dr. Petersen is considered an expert witness by many Massachusetts courts.

Mark Mazur also holds the MAA designation and has over 24 years of experience in the assessing/appraisal field. He is currently the chief assessor in Sharon, and serves as a member of the executive board for the Norfolk/Suffolk Assessors Association.

During 2006, the staff of the assessors' office was reorganized and resulted in the reduction of one full-time position. Paul Asher-Best, AAS, MAA was hired to fill an existing vacancy. All nine staff members have many years of experience in municipal assessing offices, and have participated in numerous revaluations, many of which have been in Brookline. The Board recognizes and appreciates their dedication to the goals of the

Purchasing Division

The Purchasing Division is responsible for the purchase of all goods & services for all Town and School Departments. The department's ongoing role is to ensure that all Departments are getting the best value, through quotes, bids and proposals, as deemed appropriate. The entire purchasing process must comply with M.G.L. Chapter 30B and applicable laws.

PERSONNEL

In 1990, M.G.L. Chapter 30B was enacted, and adopted by the Town soon thereafter, creating the position of Chief Procurement Officer. Purchasing is staffed by Chief Procurement Officer David Geanakakis, Procurement Officer Mary Clover Gill, Buyer Richard Saville and Clerk Leonore Nicolay. The Purchasing Division is responsible for all Town contracts, use of State contracts, and all subsequent agreements that are entered into by all Departments.

General Services is staffed by Supervisor of Mailing and Printing Tim Sullivan, Mail Clerk Morgan Laing-Buckland and Telephone Operator Patty Paige. General Services provides telephone, mail, and printing support for Town and School departments.

David would like to thank all of the Purchasing and General Services staff for their assistance over the past year, and for continuing to provide a high level of service and expand assistance to Town and School Departments.

PURCHASING ACTIVITY

During the past fiscal year, the Purchasing Division processed nearly 80 public procurements, as well as more than 7,300 purchase orders issued for the various Town Departments and the School Department. Purchases are done using open and competitive processes, such as quotes, bids and proposals, as appropriate. Division staff, working with the requesting department, develops specifications, investigates, and seeks out potential vendors, and evaluates and awards contracts.

Managing Town wide and State goods and services contracts is an important role that Purchasing undertakes on a daily basis. These contracts are used by all Town and School departments. Examples are computers and computer leases, fuel oils, furniture, office supplies, school lunches, copiers, consultants and insurance. Significant items from the past year were:

- Prepared, issued and awarded the procurement for Beverage and Snack Vending machines contracts to two vendors, with a set percentage of sales to be returned to the Town and Schools and ensure that the Schools focus on a healthy snack initiative.
- Issued and awarded Wireless Broadband initiative. Continued to assist the Information Technology Department with the implementation of the IT Strategic Plan study recommendations.
- Prepared, issued, and awarded Cleaning contracts for Public Schools and Town Buildings to one vendor, that incorporated High School, COA and other locations into the bids.
- Purchased a hybrid gas electric vehicle for the Building Department and a new Fire Ladder truck for the Fire Department.
- Prepared, issued and awarded RFPs for third Party workers compensation administration, sports camps/clinics, use of 21 Newton St and Widow Harris House, Police uniforms, and lease purchase financing for DPW trucks.
- As in previous years, issued the bids, awarded contracts and administers the Cooperative Purchasing arrangement for the purchase of Gasoline, Diesel, and Heating Oil Fuels for Brookline, the Cities of Newton, Cambridge and Waltham, and the Towns of Arlington, Belmont, Lexington, Watertown, Winchester and Weston.

SUPPORT TO THE SCHOOL DEPARTMENT

Procurement Officer Mary Clover Gill is the Purchasing Division's primary liaison to the School Department and dedicates most of her time to support School Department purchases and projects. All Division staff support School purchases. Significant items from the past year were:

- The School Chemical Dispensing System was converted from an old dilution control system to a "Green Seal Certified" system, which provides stringent standards to insure that products are environmentally responsible, not only in their make up, but in their packaging and methodology of use.
- The procurement for Beverage and Snack Vending machines ensures that the Schools focus on a healthy snack initiative.
- Streamlined custodial paper products and equipment throughout schools.

General Services Activity

General Services provides centralized printing, mailing services, telephone operator and telecom problem resolution for all Town and School departments. All services are done in the most economical manner possible, either on site or with outside vendors. Quality offset printing and mail pick-up & delivery services are done by the print shop and mailroom. The central telephone operator service for Town and School Departments also logs and dispatches repair personnel for telecom problems.

- Negotiated lower telephone service rates for local, regional and long distance service with telecom service provider.
- Two new photocopiers were provided resulting in greater cost savings and efficiency. These digital copiers in the print shop facilitate expedited service on print jobs.
- Continued to promote in-house print capabilities to reduce the need to go to off-site companies which is more effective than relying on outside printing.
- Assisted with Telecom upgrade to support the Health Building project, as well as furniture and fixtures.
- Continued to reduce the costs of mail processing by upgrading mail machine equipment in Town Hall, Library, Council on Aging, and installed a new mail machine in the Public Safety Business Office.

Retirement

Frank Zecha, Director

The Brookline Contributory Retirement System (System) administers the defined benefit plan for most Town of Brookline employees, with the exception of teachers and school administrators whose program is administered by the Teachers Retirement Board. The defined benefit plan, governed by Massachusetts General Laws Chapter 32, provides retirement, disability, survivor, and death benefits to members and their beneficiaries.

The System has a five member Board who is responsible for ensuring that the system is operating in compliance with M.G.L. Chapter 32. Director of Finance Stephen Cirillo serves on the Board pursuant to an appointment by the Board of Selectman. Brookline Comptroller Judith Haupin serves as the ex-officio member, as required by M.G. L. Chapter 32. Retired Brookline Firefighters Joseph P. Duffy and James (Chet) Riley serve as the elected members to the Board. Gary Altman, an attorney who works full-time as a labor arbitrator and mediator, was chosen by the four Board members to serve as the fifth member. James (Chet) Riley serves as the chairperson of the Board.

The System is funded through member's deductions, investments and an annual appropriation from the Town and Housing Authority. The Board adopted an actuarial funding schedule to ensure the financial stability of the retirement system. According to the most recent actuarial report, as of January 1, 2006 the system was 63.74% funded.



Retirement Board

As of December 31, 2006, there were 3,412 members, 1,778 active members, 818 retired members or their beneficiaries and 816 inactive members. During 2006 the Board voted to grant 18 superannuation retirement allowances and five accidental disability retirements. The Board also approved 103 refunds and 33 transfers of member accounts.

The current staff is comprised of Frank Zecha, Executive Director; Margaret Cossette, Deputy Director of Finance; and Kimberly McCormick, Administrative Assistant. The Staff is responsible for all financial transactions, reporting of investment activity, comprehensive pre- and post- retirement counseling to employees and their families regarding their rights and benefits, issuing monthly pension payments to retirees and/or their survivors, and other required governmental reporting.

The system utilizes an investment consultant firm, Meketa Investment Group, to provide investment advice. The Board establishes investment policies, allocates system assets to various investments, and retains managers in each asset class to invest the resources allocated to the type of investment with assistance from Meketa Investment Group.

The Retirement System is valued at \$215.5 million as of December 31, 2006. Investment gains were responsible for the bulk of the \$11.4 million increase in market value. Solid returns from domestic and international equities, high yield bonds, and real estate contributed to performance for the year.

For calendar year 2006 the System earned a 14.2% rate of return. The 20-year rate of return is greater than 10.5% annually.

TOWN OF BROOKLINE TELEPHONE DIRECTORY
MAIN NUMBER 617-730-2000

EMERGENCY TELEPHONE NUMBERS

POLICE	911
FIRE	911
HIGHWAY	730-2160
PARKS	730-2167
WATER/SEWER	730-2175
HOME HEATING	730-2300 (weekdays)
	730-2222 (evenings & weekends)

<u>DEPARTMENT</u>	<u>TELEPHONE</u>	<u>FAX</u>	<u>TTY</u>
ASSESSORS	730-2060	739-7572	(Phone Devices for the Deaf)
BUILDING	730-2100	739-7542	
COMPTROLLER	730-2022	730-2298	
COUNCIL ON AGING	730-2777	730-2761	730-2777
ECONOMIC DEVELOPMENT	730-2468	730-2442	
FIRE (office)	730-2272	730-2728	
FIRE (non-emergency)	730-2260		
HEALTH	730-2300	730-2296	730-2327
HUMAN RELATIONS/YOUTH RESOURCES	730-2330	730-2296	
INFORMATION TECHNOLOGIES	730-2003	739-7571	
LIBRARY			
MAIN LIBRARY	730-2345	730-2160	730-2364
COOLIDGE CORNER BRANCH	730-2380		
PUTTERHAM BRANCH	730-2385		
ADMINISTRATIVE OFFICE	730-2360	232-7146	
PERSONNEL	730-2120	739-7519	
PLANNING	730-2130	730-2442	
POLICE (non-emergency)	730-2222	730-8454	734-2952
PRESERVATION COMMISSION	730-2089	739-7542	
PUBLIC WORKS			
ADMINISTRATIVE OFFICE	730-2156	730-2258	
CEMETERY	730-2179	730-2258	
CONSERVATION	730-2088	730-2258	
ENGINEERING	730-2139	730-2258	
HIGHWAY	730-2156	730-2258	
PARK/FORESTRY (non-emergency)	730-2149	730-2167	
WATER/SEWER (non-emergency)	730-2170	730-2258	
RECYCLING HOT LINE	730-2500		
PURCHASING	730-2195	264-6446	
RECREATION			
MAIN OFFICE	730-2069	739-7531	739-7698
GOLF COURSE	730-2078		
GYM	713-5422		
HIRE ONE	730-2779		
RAFT PROGRAM	739-7598		
SKATING RINK	739-7518		
SWIMMING POOL	730-2778		
RETIREMENT	730-2028	730-2298	
SCHOOLS	730-2400	730-2108	
ADULT AND COMMUNITY EDUCATION	730-2700		739-7656
SELECTMEN	730-2200	730-2054	730-2213
TOWN ADMINISTRATOR	730-2211	730-2054	
TOWN CLERK	730-2010	730-2298	730-2572
TOWN COUNSEL	730-2190	264-6463	
TRANSPORTATION	730-2177	730-2258	
TREASURER	730-2020	730-2298	
VETERAN'S SERVICES	730-2112	730-2296	

TOWN OF BROOKLINE, MASSACHUSETTS

Settled: 1638
Incorporated: 1705
Population: 57,107
Land Area: 6.82 Square Miles

Government: Representative Town Meeting (240 Elected Town Meeting Members and eight (at large) with five-member Board of Selectmen and Town Administrator.

Located four miles from downtown Boston, in Norfolk County. Brookline is one of the largest towns in New England. It is primarily a mature suburban, residential community. The primary occupations of Brookline residents are management and professional, heavily concentrated in the fields of medicine and education.

FY 2007 Assessed Valuation: \$14,336,259,450

FY 2007 Tax Rate:

Residential \$9.73

Commercial \$15.88

Residential Exemption \$166,331

Political Parties and Designations

Total Registered Voters	38,313
Democrat *	18,476
Green-Rainbow*	95
Republican *	3,425
Working Families*	0
Unenrolled	16,186
American Independent	4
Conservative	1
Constitution Party	3
Green Party USA	12
Interdependent Third Party	1
Libertarian	102
Natural law Party	1
Socialist	5
Timesizing Not Downsizing	1
Working Families*	0
World Citizens Party	1

*Recognized Political Party

Brookline Legislators

United States Senators

Edward M. Kennedy

John F. Kerry

United States Representative in Congress

Barney Frank

State Senator

Cynthia Creem

State Representatives

Frank Israel Smizik

Jeffrey Sanchez

Michael Moran

Michael Rush

The Town of Brookline is an Affirmative Action/Equal Opportunity employer. The Town of Brookline does not discriminate on the basis of disability in admission, access to, or operations of its programs, services, or activities.

The Town of Brookline does not discriminate on the basis of disability in its hiring or employment practices.